COMMUNITY DEVELOPMENT COMMITTEE MEETING

Commencing at 9.30am

on

Tuesday 9 June 2015

Council Chamber
District Council Building
King George Place
Timaru
TIMARU DISTRICT COUNCIL

Notice is hereby given that a meeting of the Community Development Committee will be held in the Council Chamber, District Council Building, King George Place, Timaru on Tuesday 9 June 2015, at 9.30am.

Committee Members:

Cllrs Steve Wills, (Chairperson), David Jack (Deputy Chairperson), Anthony Brien, Peter Burt, Steve Earnshaw, Richard Lyon, Pat Mulvey, Kerry Stevens, Tracy Tierney and the Mayor.

LOCAL AUTHORITIES (MEMBERS’ INTERESTS) ACT 1968

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

Peter Nixon
CHIEF EXECUTIVE
## COMMUNITY DEVELOPMENT COMMITTEE

9 JUNE 2015

AGENDA

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1. Apologies
2. Identification of Items of Urgent Business
3. Identification of Matters of a Minor Nature
4. Chairperson’s Report
5. Confirmation of Minutes
6. Funding Applications Considered under Delegated Authority
7. Formation of a Timaru District Youth Council
8. New Zealand-China Mayoral Forum 2015: Approval for Elected Members Attendance
9. Receipt of Safer Communities Committee Minutes
10. Consideration of Urgent Business Items
11. Consideration of Minor Nature Matters
COMMUNITY DEVELOPMENT COMMITTEE
FOR THE MEETING OF 9 JUNE 2015

Report for Agenda Item No 5

Prepared by Sharon Taylor
Group Manager Community Services

Confirmation of Minutes

Minutes of Community Development Committee.

Recommendation

That the minutes of a meeting of the Community Development Committee held on 14 April 2015, be confirmed as a true and correct record.
TIMARU DISTRICT COUNCIL

MINUTES OF A MEETING OF THE COMMUNITY DEVELOPMENT COMMITTEE
HELD IN THE COUNCIL CHAMBER, DISTRICT COUNCIL BUILDING, KING
GEORGE PLACE, TIMARU ON TUESDAY 14 APRIL 2015 AT 9.30AM

PRESENT
Clrs Steve Wills (Chairperson), Tony Brien, Peter Burt, Dave Jack, Richard Lyon, Kerry Stevens and Tracy Tierney, and the Mayor

APOLOGIES
Clrs Steve Earnshaw and Pat Mulvey

IN ATTENDANCE
Noeline Clarke – Temuka Community Board
Chief Executive (Peter Nixon), Group Manager Community Services (Sharon Taylor), Customer Services Manager (Jenny Ensor) (for items 3-7), Property Manager (for item 8) and Council Secretary (Joanne Brownie)

1 CHAIRPERSON’S REPORT
The Chairperson reported on meetings he had attended and issues he had dealt with since the last meeting including the Pareora community meeting, discussions with the Chief Executive of Aoraki Polytechnic, economic development workshop, District Plan open day, citizenship ceremony, LTP launch for the schools, Fraser Park Trust meeting, LGNZ Zone 5 and 6 meeting, Temuka Community Board and Youth Initiatives Subcommittee.

2 CONFIRMATION OF MINUTES

Proposed Clr Brien
Seconded Clr Jack

“That the minutes of the meeting of the Community Development Committee held on 3 March 2015, be confirmed as a true and correct record.”

MOTION CARRIED

3 CORRESPONDENCE RECEIVED
Thank you letters for financial support were received from the South Canterbury International Festival, South Canterbury Savage Club and the Timaru Rowing Club.

Proposed Clr Jack
Seconded the Mayor

“That the correspondence be received and noted.”

MOTION CARRIED
4 FUNDS AVAILABLE
The Committee considered a report by the Customer Services Manager detailing
the funds available.

    Proposed  Clr Stevens
    Seconded  Clr Burt

“That the information on the funds available be received and noted.”

MOTION CARRIED

5 FUNDING APPLICATIONS CONSIDERED UNDER DELEGATED AUTHORITY
The Committee considered a report by the Customer Services Manager advising
of applications which had been considered under delegated authority. The
Committee noted that Council’s support of promising local talent was appreciated
with the recipients all doing very well at the tournament.

    Proposed  the Mayor
    Seconded  Clr Jack

“That the information be received and noted.”

MOTION CARRIED

6 FUNDING APPLICATIONS TO BE CONSIDERED
The Committee considered applications for funding.

Timaru Harcourt Bike Polo Inc
Richard Brown and Michael Broadhead spoke in support of the application,
emphasising the international promotion opportunities for Timaru as host to the
world bike polo championships and the economic spin off the event could have.
This will be the first time the world championships have been held outside Europe
or America.

    Proposed  Clr Jack
    Seconded  Clr Burt

“That a grant of $9,000 be allocated to Timaru Hardcourt Bike Polo Inc towards
costs to host the Bike Polo World Championship from 3-7 February 2016 at
Aorangi Park, Timaru.”

MOTION CARRIED

The Committee noted that while this is a significant grant compared with other
allocations made from the General Grants Fund, the tournament is a one-off
international event for Timaru and the club will not be coming back to the
Committee with a funding request for the event each year, as other organisations
have done.
South Canterbury RSA

Proposed  Clr Stevens
Seconded  Clr Brien

“That a grant of $600.00 be allocated to the South Canterbury RSA towards costs for sound hire to host the 2015 Anzac Day Civic Service at the Caroline Bay Soundshell.”

MOTION CARRIED

Geraldine Community Resource Centre – Events Geraldine

Clr Stevens declared an interest in this application and withdrew from the meeting table.

It was noted that the amount requested was larger than the 2013/14 grant for the Future Living Festival and organisers should be encouraged to move towards becoming self supporting.

Proposed  Clr Tierney
Seconded  Clr Jack

“That a grant of $4,663.63 be allocated to the Geraldine Community Resource Centre – Events Geraldine towards costs to stage the Geraldine Winterlights Festival from 10-12 July 2015.”

MOTION CARRIED

Clr Stevens returned to the meeting table.

7 APPOINTMENT OF A SUBCOMMITTEE TO CONSIDER APPLICATIONS UNDER THE DONATIONS AND LOANS POLICY

The Committee considered a report by the Customer Services Manager on the need to establish a subcommittee to consider applications for financial assistance under the Donations and Loans Policy.

Proposed  Clr Wills
Seconded  Clr Burt

“That a Donations and Loans Subcommittee of the Community Development Committee be appointed, comprising the Chairperson of the Community Development Committee, the Mayor, Clr Brien and Clr Mulvey (representing the rural sector) or in the event of Clr Mulvey not accepting the role - Clr Stevens, to consider applications made under the Donations and Loans Policy, and bring recommendations to the Community Development Committee.”

MOTION CARRIED

8 GERALDINE COMMUNITY BOARD RECOMMENDATION – EXCHANGE OF RESERVE LAND AT ORARI AND RANGITATA

The Committee considered a recommendation from the Geraldine Community Board meeting of 1 April 2015 regarding the exchange of two parcels of reserve land at Orari and Rangitata. The Property Manager advised that both properties had been inspected by an ecologist and shown no significant flora present.
9 CULTURAL FACILITIES REVIEW
The Committee considered a report by the Group Manager Community Services on the cultural facilities review of the South Canterbury Museum, Aigantighe Art Gallery and Timaru Library. The Committee agreed to obtain feedback from the community on the facilities, before fully considering the review.

   Proposed  Cllr Wills
   Seconded  Cllr Jack

“That Council consults with the public to determine a preferred option and timeframe, and consideration of the cultural facilities review be deferred pending the completion of the LTP consultation process.”

MOTION CARRIED

10 RECEIPT OF SAFER COMMUNITIES COMMITTEE MINUTES
The Committee considered the Safer Communities Committee minutes of 19 March 2015.

   Proposed  Cllr Jack
   Seconded  Cllr Tierney

“That the minutes of a meeting of the Safer Communities Committee held on 19 March 2015, be received.”

MOTION CARRIED

The meeting concluded at 10.15am.

Chairperson
COMMUNITY DEVELOPMENT COMMITTEE
FOR THE MEETING OF 9 JUNE 2015

Report for Agenda Item No 6

Prepared by Jenny Ensor
Customer Services Manager

Funding Applications Considered Under Delegated Authority (File G3/1)

The following applications have been approved under delegated authority:

$300.00 – Rose Regenvanu
South Canterbury Helps Vanuatu Fundraising Auction at Caroline Bay Hall, 17 April 2015.

$300.00 – The Salvation Army – Timaru Ministries
Children’s show ‘ZooBookie’ at Timaru Theatre Royal, 16 May 2015.

$300.00 – Alzheimers South Canterbury
Building consent lodgment for alterations/upgrade of former Parks Bowling Club building at Timaru Botanic Gardens.

Recommendation

That the information be received and noted.
Purpose of Report
1. Consideration of background information as supplied in this report.
2. For the Timaru District Council to consider the formation of a Timaru District Youth Council.

Background
On 29 July 2014, the Community Development Committee approved in principle the formation of a Timaru District Youth Council and created a working party to develop a draft terms of reference and proposed structure.

The working party (the Mayor, Clrs Brien and Stevens, and Sharon Taylor) has concluded its work plan which included additional consultation with various stakeholder groups.

The Committee is referred to Appendix A for the Rationale and further background information.

Options
1. Consider the report and take no further action.
2. Consider the report making necessary amendments.
3. Consider the report and move to establish a Timaru District Youth Council.

Identification of Relevant Legislation, Council Policy and Plans
The establishment of a Timaru District Youth Council link to the TDC Vision.

Assessment of Significance
This matter is not deemed significant under the Council’s Significance Policy.

Consultation
Concept Development (pre 29 July 2014):
- Sharon Matson, Group Manager Community Services, TDC
- Richard Pattiee (NZ Police, Temuka) – Member of the YMCA Investing in Youth in South Canterbury Working Group. Supports the concept.
- Andrea Armstrong, Manager, South Canterbury Community College. Supports the concept.
- Michele Keggenhoff, Community Youth Development Facilitator and Christina Cullimore, Senior Manager Community Development - both YMCA South Canterbury. Supports the concept.
- Ashburton District Council, Jo Naylor, Support Officer – Business Support. Supports the concept and encourages the TDC to instigate a Youth Council.
- Alex Cabrera, CEO, Aoraki Polytechnic. Supports to concept
- Juliette Hayes, Principal, Geraldine High School. Supports the concept
- Chris Comeau, Principal, Roncalli College. Supports the concept

Working Party
- South Canterbury Secondary School Principals Association
- Trystan Swain, Ministry of Youth Development
- Facebook page created specifically for consultation

Other Considerations
This concept links to other Youth Initiatives being undertaken by other Community Organisations.

Funding Implications
A budget for a Timaru District Youth Council is attached (Appendix E).

Conclusion
A Youth Council is proposed as one (more formal) means by which the Timaru District Council can effectively and efficiently engage with the Youth in the Timaru District. While various youth groups exist within the District, there is no formally acknowledged/accepted group that represents the Youth on matters that are within the domain of the Timaru District Council. In addition to dealing with youth-related matters, such a Council is an opportunity for youth to be more closely linked to, and engaged with the overall governance of their District. The more comprehensive Rationale for such a Council is presented in Appendix A.

Youth Councils in other New Zealand districts have been proven to be an invaluable interconnection between youth and their respective District Council and this proposal (including the proposed Draft Terms of Reference) are very similar to existing and successful Youth Councils in other Districts. However, it is acknowledged that Youth Councils are only one connection point with a District’s Youth and it is not proposed to be the only point.

A Timaru District Youth Council has existed in the past but was discontinued as support (from the Youth) reduced.

Recommendations from the working party’s work (in advance of the already presented proposal) have been enfolded into the Appendixes, but in summary are:

- That the Timaru District Youth Council be established for an initial period of three years during which time it is monitored by the Timaru District Council.
- That the term of appointment members be for two years.
- That Draft Terms of Reference (TOR) be amended by the Youth Council as needed to meet the aims of the Council.
- That a timeline of activities to establish a Youth Council be established.

Recommendation
That it be recommended to Council that a Timaru District Youth Council is established using as its base Appendix A, B, C and D attached to this report.
Appendix A

Proposed Youth Council within the Timaru District

Rationale
The Timaru District has many groups representing different sectors of our community on a range of different topics, for example Senior Citizens, Chamber of Commerce, sporting associations, etc. however, at present there is no official group that represents the young people of our district in terms of their engagement with local governance. This proposal suggests that forming a Youth Council will fill this void and provide an important communication mechanism between the youth of our community and the elected TDC Councillors.

The TDC Mission is, in part, to see a vibrant and growing community of which our youth are our future. Part of achieving this is having a forum by which our future residents can have meaningful input into the future where they can contribute to Local Community and the District Long Term Planning.

Youth Councils are not set up with any formal decision-making powers, the ethos of Youth Councils are to provide a forum for communication and engagement with youth and formal decision-making structures such as the TDC. That said, often Youth Councils do support youth in their district with possible examples such as organising concerts, etc.

The Ministry of Youth Development actively encourage Local Bodies to establish Youth Councils and at a national level young people take part in the annual Youth Parliament. The Ministry offers assistance in terms of helping youth engage and offers funding to assist youth to establish local connections, improve confidence, develop and practice leadership skills, allowing them to positively contribute and influence their community.

The proposed Purpose of a Youth Council is to:

- ensure a youth perspective is provided to the Council on the range of issues covered by the Council, as well as issues relating directly to youth and how these can best be met.
- build young people’s knowledge of Timaru District Council activities and processes to enable them to participate in Council’s decision-making processes.

The Timaru District has had Youth Councils in the past
The TDC has set up and assisted the running of a Youth Council in the past, yet it has failed to maintain itself and subsequently dissolved.

However, in recent years there has been a significant national increase in the number of Youth Councils in New Zealand with support both from Councils and external agencies, for example, the Ministry of Youth Development. There is now a much more structured approach to the work they do and how they add value, and indeed are seen as very important components of the governance of districts.

It is time for the Timaru District to support the creation of a Youth Council.
The following Councils have active Youth Councils:
- Ashburton Youth Council
- Auckland Youth Advisory Panel
- Clutha Youth Council
- Cromwell Youth Forum
- Franklin Youth Advisory Board
- Hamilton Youth Council
- Hastings Youth Council
- Horowhenua Youth Council
- Invercargill Youth Council
- Kapiti Coast Youth Council
- Kawerau Youth Council
- Manukau Youth Council
- Napier Youth Council
- Nelson Youth Council
- New Plymouth Youth Subcommittee
- Ōtautahi Youth Council
- Palmerston North Youth Council
- Porirua Youth Advisory Group
- Rotorua District Youth Council
- South Waikato District Council Youth Council
- Stratford District Youth Council
- Summit Youth Council
- Tairawhiti Youth Voice - Gisborne
- Tasman Youth Council
- Wairoa Youth Council
- Waitaki Youth Council
- Wanganui Youth Council
- Wellington Youth Council
- Whakatane Youth Council
- Whangarei Youth Advisory Group
- Youth Infusion, Hutt City Council

Youth Council establishment
Establishing a Youth Council will require initial seed-funding. The budget required for this Youth Council Establishment is included in the attached Budget for 2015/2016.

A Timaru District Youth Council Establishment Committee will be formed to establish the first Timaru District Youth Council, this will include the following:
- Mayor or their nominee
- A TDC nominated Council support officer
- Nominee of the Timaru Secondary Schools Principals Association
- Four people representative of the Youth of the Timaru District identified from advertising for such via the weekly TDC Noticeboard in the Timaru Herald and selected by the Mayor or Nominee.

The inaugural Timaru District Youth Council will be elected as 50% holding office from their selection in 2015 to the 31 January 2016 and 50% holding office from their selection in 2015 to the 31 January 2017. Thereafter 50% of the membership will stand down, but can re-stand for election.
Terms of Reference
The Draft Timaru District Youth Council Terms of Reference (TOR) is attached in Appendix B. The Terms of Reference has been developed after consulting all other New Zealand Youth Councils’ Terms of Reference, however, the incoming Timaru District Youth Council are required to consider these TOR and amend as needed to achieve the mission of the Youth Council.

Proposed Budget
A Youth Council will require a funding base to operate effectively and meet its purpose.

Establishing a Youth Council will require initial and on-going funding just as the democracy components of the elected TDC does.

A draft budget is attached.
Appendix B

Timaru District Youth Council Terms Of Reference

1. Purpose
The purpose of the Youth Council is to:

- ensure a youth perspective is provided to the Council on the range of issues covered by the Council, as well as issues relating directly to youth and how these can best be met.
- build young people’s knowledge of Council processes to enable them to participate in Council’s decision-making processes.

2. Advisory role
2.1 The Youth Council will:

- advise on youth involvement in the planning and development of Council services and programmes
- advise on how the views of youth can be canvassed and conveyed to Council (including providing advice on formal consultations being undertaken)
- provide advice to the Council on matters of planning and infrastructure (especially if they have a direct impact on young people); and
- advise on matters relating to policy and strategic development.

2.2 The Youth Council is an advisory group set up to inform the work and activities of the Council.

2.3 The Youth Council is only one mechanism for the Council to obtain input from young people. The group does not remove or reduce the Council’s responsibilities to obtain input from other young people through other mechanisms.

3. Responsibilities
3.1 Youth Council members are required to:

- attend Youth Council meetings
- attend TDC committee and council meetings wherever possible
- attend training and project meetings
- work on project teams between meetings
- be available to attend any other training/meetings that may occur
- provide Youth Council information to their networks
- bring youth issues and opportunities to the Youth Council
- network with other New Zealand Local Body Youth Councils as appropriate
- assist the Council to canvass youth views

3.2 The Chairman of the Youth Council is required to present an Annual Report of activities to the appropriate TDC Committee.
In return for their commitment, the Council will provide members with:
- training to fulfil their role as a Youth Council member, including leadership training
- opportunities to attend conferences/seminars
- opportunities to be a youth representative on various working parties/project teams
- assistance with transport to and from meetings
- training on and exposure to the local government political system.

3.3 Youth Council Conference Attendance:
Elected Youth Council members must be prepared to attend any Annual Youth Conference.

3.4 Portfolio responsibilities:
Youth Council members are encouraged to identify Council strategic/portfolios areas they are interested in, such as: transport, environment, arts and culture, social and recreation, economic development, governance and urban development and engage with TDC Councillors responsible for those portfolios.

4. Membership
The Youth Council will include up to 12 members. Role descriptions for members are included in Appendix A.

4.1 Criteria for membership:
- be between 15-24 years of age
- live within the boundaries of the Timaru District
- have the ability to work with other people and work in a team
- be proactive
- be committed to attending meetings regularly.

Youth Council membership should include the range of skills and experience required for the group to adequately perform their role.

It is expected that Youth Council membership will provide a broad representation of the Timaru District's youth population, with consideration given to:
- an appropriate gender balance
- an appropriate diverse range of cultural backgrounds
- appropriate representation from youth with disabilities
- the inclusion of youth members from a diverse range of representative organisations within the Timaru District (secondary schools, tertiary education providers, youth groups, kura kaupapa, Pacific church groups, refugee and migrant groups, youth focused clubs).

4.2 Chairperson/Deputy Chairperson
Members of the Youth Council will elect a Chairperson and Deputy Chairperson on an annual basis at the start of each calendar year. The Chairperson and Deputy Chairperson will hold their position for a maximum of twelve months.

A role description for the Chairperson/Deputy Chairperson is included in Appendix C. In the absence of the Chairperson, the Deputy Chairperson will run the meeting.
Removal of Members
If a Youth Council member misses more than three consecutive meetings, their membership on the Youth Council will cease. Members can be removed from the group under exceptional circumstances when the behaviour of that member is seen as detrimental to the effective operation of the Youth Council.

5. Call for Nominations and Term of Appointment
Nominations for membership to the Timaru District Youth Council will be called for and open from 1 December each year. Advance promotion of this call will be made via all appropriate media and to all appropriate bodies from November each year.

The standard term of appointment will be one year with the year beginning 1 February and ending 31 January the following year. The term of appointment can be less than one year if a member:
- resigns
- misses three consecutive meetings, or
- is removed by the Council.

If a Youth Council member resigns during the year, the Council will recruit to attract a new member for the position as part of an annual recruitment drive.

Existing Youth Councillors are eligible for re-election.

While the Chairperson and Deputy Chairperson are appointed annually, consideration should be given to continuity over two years.

6. Timaru District Council Nomination and Selection Process
Timaru District Council will call for expressions of interest from 15-24 year olds from within the Timaru District via a number of different media (social media, newspapers, approaches to schools/tertiary education organisations, youth groups, the Council website, community radio etc.).

Youth interested in being a Youth Council member are required to complete an application form (see Appendix D).

Upon the closure of applications, all nominations will be considered (within section 4.1) by the following panel:
- Chairperson and/or Deputy Chairperson of the existing Youth Council
- The Council nominated Timaru District Councillor
- The TDC nominated Council support officer
- Nominee of the Timaru Secondary Schools Principals Association
- Three people representative of the Youth of the Timaru District identified from advertising for such via the weekly TDC Noticeboard in the Timaru Herald and selected by the Mayor or Nominee.

7. Operation
A nominated Council officer/s will oversee the administration of the Youth Council. Officers will take meeting minutes, compile the agenda in collaboration with the Chairperson and provide general administrative and advisory support.
Member induction and training
All members joining the Youth Council will receive an induction pack and information explaining the Council’s function and processes and the role of the Youth Council.

8. Frequency of and attendance at Meetings
The Youth Council will meet up to 10 times per year between the months of February and November and hold a minimum of four meetings per year, all of which are open to the public. Youth Councillors are expected to attend at least 75% of the scheduled meetings.

9. Conflicts of Interest and Resolution
Members must declare any conflicts of interest and should conflict occur, the Chairperson/Deputy Chairperson and Youth Council will work with Council Officers to resolve the conflict. A conflict of interest log will be maintained by Council officers.

10. Quorum
Half of the current number of members, not including vacancies, must be present for the Youth Council to have a quorum.

11. Funding
The Timaru District Council will allocate $15,000.00 per annum to the operation of the Youth Council. These funds cannot be used for funding activities of other groups. These funds will be held and managed by the TDC manager responsible for Finance.

12. Meeting Procedures
LGA Standing Orders will apply for all meetings.

13. Minutes and agendas
All minutes and agendas will be made available on the Timaru District Website under TDC availability requirements for all Council meetings. Agenda items must be presented to the Chairperson 10 days before the close of the Agenda.

14. Code of Conduct
All Youth Council members are subject to the Timaru District Councillor Code of Conduct.

15. Reporting
The Youth Council will report to the Council’s Policy and Development Committee in the last quarter of each year. The report will outline work undertaken, attendance and number of meetings held, the Youth Council’s achievements and any issues or initiatives it wishes the Council to consider further.

16. Payment and Travel Allowance
Members will be paid a $25 allowance for every meeting they attend and a travel allowance as per the Timaru District Council Elected members’ policy.

17. Review
The Terms of Reference will be reviewed as required. All changes to the Terms of Reference will be subject to the approval of the appropriate Timaru District Council committee and Council.
Appendix C:

Role descriptions for the Youth Council Chairperson, members, Liaison Officers and Appointed Councillor

The Chairperson will:
- encourage open communication where all members can contribute to conversations
- not allow individuals or sub-groups to dominate the meeting
- work with Council officers to compile meeting agenda
- oversee the development, completion and implementation of the Youth Council's annual work programme
- be the spokesperson for the Youth Council and represent the views and recommendations of the Youth Council as required, including in presentations to the Council and other groups as required.
- Present an Annual Report to the Chairperson of the TDC committee overseeing the Youth Council.

Role and responsibilities of the Deputy Chairperson
- To support the Chairperson in their role.
- To act in place of the Chairperson should the Chairperson be unavailable or have a conflict of interest.

Youth Council Members will:
- provide advice on youth–related issues linked to the development and implementation of the Council's policies, projects, planning and service delivery
- actively participate in Youth Council meetings
- attend where possible, on a rotation basis, Council and Community Board meetings
- attend training and project meetings
- work on project teams between meetings
- be available to attend any other training/meetings that may occur
- provide Youth Council information to their networks
- bring youth issues and opportunities to the Youth Council
- assist the Council to canvass youth views.

Officers will:
- be responsible for the administration, support and promotion of the Youth Council. This will include the induction of new members, development of agendas, recording meeting minutes and following up on action points to report back to the Youth Council.
- work with the Chairperson/Deputy Chairperson to set meeting agenda
- work across Council business units to ensure youth are considered in the development and implementation of policy, strategy, planning and service delivery in the District.
- enable other business units to develop effective working and consultation relationships and practices with young people and Timaru Districts Youth organisations.
The Elected Member/Councillor
The Councillor appointed to the Youth Council is not a member of the Youth Council. The Councillor’s role is to:

- act as a liaison and information conduit between the Council and the Youth Council conveying, if necessary, the concerns of the Youth Council, provide in conjunction with officers, information, advice and an explanation of the Council’s political process and agreed Council policy where required and requested by the Youth Council.
Appendix D

Nomination form to be a member of the Timaru District Youth Council

Yet to be developed.
## Timaru District Youth Council budget 2015/2016

### Initial Year 2014/15

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<td>Printing, etc.</td>
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COMMUNITY DEVELOPMENT COMMITTEE
FOR THE MEETING OF 9 JUNE 2015

Report for Agenda Item No 8

Prepared by Damon Odey
Mayor

New Zealand-China Mayoral Forum 2015: Approval for Elected Members’ Attendance

Purpose of Report
The purpose of this report is to seek the Council’s approval for the Mayor and an Elected Member to attend the New Zealand – China Mayoral Forum 2015 noting that this is a long term commitment for building relationships with China Mayors.

Background
Local Government New Zealand (LGNZ) has signed an agreement with the Chinese People's Association for Friendship with Foreign Countries (CPAFFC). This agreement establishes a mechanism of exchange and cooperation between mayors of New Zealand and China through a New Zealand-China Mayoral Forum to be held alternatively in China or New Zealand. The aim is to build a platform of peer-to-peer exchanges for mayors to discuss issues, strengthen cooperation and enhance friendship. Topics discussed at the Forum will include trade and investment opportunities such as education, tourism, and people to people exchanges.

The Forum was launched in November 2014 with the attendance of eight New Zealand Mayors. The inaugural Forum will be held in Xiamen City in September 2015 and provides an opportunity for the Mayor, along with up to five delegates, to attend. Timaru District Council’s approach to international relationships is to be responsive where there is a sustainable economic advantage to the Timaru District. This year’s Forum will focus on education, tourism and primary industries which are closely aligned to the Timaru District Council’s strengths in these areas.

The Timaru District Council has a sister city relationship with Weihai City, established fifteen years ago, in 1999 and we have been experiencing increased interest from Weihai for establishing business and education partnerships. The Mayoral Forum provides a structured opportunity for Council to be involved in international relationships of economic benefit to the Timaru District. The topics of the Forum align to the District’s strengths and Council’s economic priorities. Participation in the Forum is a long term commitment to building relationships.
NZ Inc Strategies
The Ministry of Foreign Affairs and Trade (MFAT) is leading the implementation of NZ Inc Strategies. This is a unified government approach to setting priorities and coordinating operations related to New Zealand’s key economic partners. Two country specific strategies have been developed - China and India.

The NZ Inc China Strategy recognises the important role local government plays in building New Zealand’s relationship with China:

“Mayors of Chinese cities have significant political power and influence, so New Zealand mayors can play an important role in opening doors in China.”

The NZ Inc China Strategy identifies tourism, education and agri-technology as three priorities that correlate to the Council’s priority economic sectors.

Options
That the Council is not represented or that the Mayor attends alone or attends with an Elected Member.

Identification of Relevant Legislation, Council Policies and Plans
Council's Elected Members Allowances and Expenses Policy.

Assessment of Significance
This matter is not deemed significant under the Council’s Significance Policy.

Funding Implications
The cost of the trip is in the order of $3,500 per person and although this would be charged to Councillors’ travel, the Council could resolve to fund it from the Economic Development Fund or Contingency Fund.

Conclusion
Formal Council approval of overseas travel for an elected member is required under the Elected Members Allowances and Expenses Policy.

Recommendation
That it be recommended to Council that an Elected Member accompanies the Mayor on the New Zealand-China Mayoral Forum 2015, with their travel and expenses met from the Councillors’ Travel budget.
Report for Agenda Item No 9

Prepared by Sharon Taylor
Group Manager Community Services

Receipt of Safer Communities Committee Minutes (File C3/19/3)

Minutes of Safer Communities Committee and relevant reports.

Recommendation

That the minutes of a meeting of the Safer Communities Committee held on 21 May 2015, be received.
MINUTES OF THE MEETING OF THE SAFER COMMUNITIES COMMITTEE HELD IN MEETING ROOM 1, TIMARU DISTRICT COUNCIL BUILDING, KING GEORGE PLACE, TIMARU ON THURSDAY 21 MAY 2015 AT 11.00AM

PRESENT
Mayor Damon Odey (Chairperson), Cath Slee (YMCA Youth Worker), Gordon Rosewall (Timaru Ministers’ Association), Clr Peter Burt, Pauline Prendergast (Primary School Principals’ Association), Murray McMurtrie (Community Probation Service), Graeme Woods (Grey Power), Kate Wright (National Council of Women), John Burgess (Child, Youth & Family), Rosie Knoppel (Aoraki Migrant Centre), Snr Sgt Mark Offen (NZ Police), Chris McAuslin (Chamber of Commerce), and Gary Foster (Community Watch)

IN ATTENDANCE
Sharon Taylor (Community Services Manager), Vivienne Wood (Project Turnaround), and Di Cleverley (Project Turnaround/Safer Communities - Minute taker)

APOLOGIES
Apologies for absence were received from Keith Shaw (YMCA South & Mid Canterbury Inc), Kirsty Henderson (YMCA Youth Worker), Stephen Greenyer & Martyn Bennett (NZ Fire Service), Insp Dave Gaskin (NZ Police), Judy Cooper (Public Health Nursing SCDHB), Garry Linton (Child, Youth & Family), Lindy Graham (Secondary School Principals’ Association)

1 WELCOME
The Chairperson welcomed the meeting attendees and a special welcome was made to Denise Langrish of Neighbourhood Support SC the newly appointed committee member.

2 CHAIRPERSONS REPORT
The Chairperson apologised for his absence during the last two Safer Communities Committee meetings and advised his time had been taken up with Council’s Long Term Plan.

3 CONFIRMATION OF MINUTES
Proposed Clr Peter Burt
Seconded Chris McAuslin

“That the minutes of the Safer Communities Committee meeting held on 19 March 2015 be confirmed.”

MOTION CARRIED
4 RELAY FOR LIFE VENUE
The written response from the Cancer Society’s Manager Gabrielle Hall regarding the Relay for Life venue was received and noted. From the letter it was evident that the Cancer Society initiated a substantial review process into the current venue’s suitability which, it is understood, will remain unchanged.

Proposed  Myr Damon Odey
Seconded  Murray McMurtrie

“That the Cancer Society’s correspondence regarding the Relay for Life venue be received and noted.”

MOTION CARRIED

5 PROJECT MANAGERS’ REPORT

Proposed  Chris McAuslin
Seconded  Murray McMurtrie

“That the Project Managers’ report for May 2015 be received.”

MOTION CARRIED

6 PROJECT TURNAROUND MANAGER’S REPORT

Proposed  Gordon Rosewall
Seconded  Snr Sgt Mark Offen

“That the Project Turnaround Manager’s report for May 2015 be received.”

MOTION CARRIED

The meeting concluded at 11.15am.

______________________________
Chairperson
Report for Agenda Item No 6

Prepared by  Di Cleverley
Project Manager

Relay for Life Venue

At the meeting on 19 March the Committee discussed the Cancer Society's 'Relay for Life' venue. Concerns about exposure to weather conditions and the proximity of the venue to the city centre were raised with the Cancer Society. Their response is attached. The Cancer Society surveyed the Relay for Life team captains and are comfortable from the responses received that Caroline Bay is a suitable venue for the event.

Recommendation

That the Committee consider the Cancer Society’s response.
Di Cleverly  
Safer Communities Committee  
P O Box 522  
Timaru 7940

I write in response to the Safer Communities Committee proposal:  
‘that the Cancer Society’s Relay for Life gives consideration to the relocation of the event in light of concerns raised around exposure to weather conditions and the venue’s proximity to the city centre.’

Thank you for the advance alert that the above concerns may be aired in the media. I must admit to being surprised that the Cancer Society’s Relay for Life was being discussed without a representative of the Cancer Society or the Relay for Life Chairperson being present.

However I do wish to let you know what we have done since receiving the concerns. I have had a phone conversation with Inspector Dave Gaskin. On the third attempt to meet with Lindy Graham, the Principals representative on the committee, I can say that we have a meeting planned for Monday 4th May at 9.30am. We have also surveyed all the Team Captains from this year’s Relay for Life and discussed in at the Committee debrief after Relay. We asked two questions:

1. Did you feel safe at the Relay?  
2. Should the venue be changed?

I have attached the responses from over one third of both adult and youth participants who replied. The responses speak for themselves and as a result of this consultation we will not be changing the venue. We have had seven events at Caroline Bay since 2005 and no real issues. At the first Relays alcohol was permitted and there was some drunkenness amongst the mostly adult Relayers! Since we have moved to an ‘alcohol free’ event this no longer happens and those taking part are very respectful of what the event is about. However we did loose some Relay teams and committee members because of the alcohol free stance.

The youth team participation has grown:

<table>
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<th>Year</th>
<th>Count</th>
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<td>2014</td>
<td>35</td>
</tr>
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<td>2015</td>
<td>42</td>
</tr>
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</table>
We believe this has happened because Relay For Life is a fun event for young people to do, it is a safe environment due to being alcohol free and also because of the number of adults taking part that provides self-monitoring of everyone taking part.

Our processes around youth include signed consent, from the Team captain and adult responsible for the team, that the Relay For Life standards are adhered to. A sample parental letter given to each youth team on registration and we ask for the name of each team member with a parent/guardian contact number should anything adverse happen. We have a Youth Chair who ensures the paperwork is completed and who visits youth teams throughout the event.

At Team Captains meetings, prior to the event, it is clearly spelt out to all teams what they need to bring for the overnight, outdoor 18 hours of Relay. We have a security team from 10pm who are regularly walking the track and surrounding car park areas. Should people choose to leave the Relay site we do not accept responsibility. The teams are aware of that. If parents are not prepared to support their youth by not providing supervision during the whole event we would appreciate advice on how we could improve in that area.

Relay For Life is about “a community that takes up the fight against cancer”. It is a volunteer led event. In South Canterbury we have very strong Relay support from our community and we are the envy of many places around New Zealand. Our youth do us proud and I can’t applaud them enough.

I am very happy to come and talk with the committee if that would help allay any concerns that may still exist and the Relay for Life Committee welcomes all suggestion to improve.

Kind regards

Gabrielle Hall
Manager
South Canterbury Centre
Project Managers’ Report (File C3/19/3)


Recommendation

That the Project Managers’ Report for May 2015 be received.
Maintaining Relationship with Key Stakeholders

Neighbourhood Support
A welcome to Denise Langrish as an official representative for Neighbourhood Support to the Safer Communities Committee. We continue to work effectively with Denise to eradicate any graffiti that rears its head; not many incidences reported over the last few months.

Timaru Community Patrol
Regular weekend patrols have continued within the Timaru area. During March 2015 Community Patrol logged 236 events, travelled 894 kilometres and patrolled and operated the CBD cameras for a total of 120 hours.

The new CBD security cameras are now fully operational and are a vast improvement on earlier models being not only easier to use but with significantly increased clarity, night time vision and zoom capabilities. These are operated by Community Patrol during the weekend when they’re patrolling.

Currently the occurrence of graffiti seems to be somewhat less, however the incidence of this does tend to be cyclical so continued vigilance is necessary to ensure that any that does occur continues to be quickly dealt with.

Family Violence
- **Project Turnaround is extremely busy** at present and there is a noticeable increase in family violence referrals from the court, requiring an extensive amount of extra work than other restorative justice referrals, especially around safety.

- The **Family Violence Forum** continues to be well represented, the last meeting held on Friday the 15th of May. The forum is very effective in maintaining an overview of domestic violence support/issues across all spectrums of our community.

- The recent news of the **closure of South Canterbury Violence Intervention Programme** was extremely concerning and has left a large gap in addressing violence amongst men and young males. The service was utilised by Project Turnaround, Safer Communities extensively and they were a regular attendee at the Family Violence Forums

- **Family Violence Workshop Wellington.** On the 7/8 May 2015 Viv and Police Safety Officer Senior Constable Steve Wills attended a 2 day workshop sponsored by the Diana Unwin Chair in Restorative Justice at the Victoria University
Community Police
The community police work has been steady, however nothing specific to report.

Trends / Issues
Graffiti
There have been minimal graffiti problems reported over the last few months and zero-tolerance is adhered to as soon as brought to our attention.

Vivienne Wood & Di Cleverley
Report for Agenda Item No 9

Prepared by Vivienne Wood
Project Turnaround Manager

Project Turnaround Manager’s Report (File C3/19/1)

Project Turnaround Manager’s Report for May 2015.

Recommendation

That the Project Turnaround Manager’s Report for May 2015 be received.
Ministry of Justice

- **Variation to contract re over-delivery**
  At the end of March the current contract to June 2015 was practically completed i.e. 113 pre-conferences required, with 136 delivered; 85 conferences required, with 82 delivered. Negotiations took place early April where MoJ agreed to a variation to contract re further delivery to 30 June 2015; an extra 65 pre-conferences and 30 conferences (these figures also incorporated the over-delivery to end of March). These additional numbers have been agreed upon with staff to ensure that capacity can match the new targets.

- **Contract renewal workshops Wellington**
  30 March 2015 Viv & Sharon attended Pricing Workshop with Ministry of Justice. 10 April 2015 Viv & Gordon attended Performance measurement workshop with Ministry of Justice. The Ministry of Justice partially funded staff attendance.

- **Family Violence Workshop Wellington**
  7/8 May 2015 Viv and Steve Wills attended 2 day workshop run sponsored by the Diana Unwin Chair in Restorative Justice at Victoria University. The Ministry of Justice partially funded their attendance.

- **New contract proposed changes**
  Ministry of Justice has indicated there will be many changes within the new contract in the following areas:
  - funding criteria proposing many changes e.g. multiple pre-conference meetings funded, transport funded, no set targeted stats
  - increased workload in family violence referrals
  - more cultural obligations on provider’s behalf
  - increased administration obligations

**New Supervision Contractor for Restorative Justice Facilitators**

Project Turnaround is required to provide Restorative Justice Facilitators with regular supervision. We are pleased to announce that we have acquired the services of Sue McCoy, a past restorative justice facilitator hence very knowledgeable in the service we deliver, a registered counsellor/supervisor and feedback from her first session was outstanding.

**Closure of South Canterbury Violence Intervention Programme**

The recent news of the closure of South Canterbury Violence Intervention Programme was extremely concerning and has left a large gap in addressing violence amongst men and young males in our community. The service was utilised frequently by Project Turnaround within the delivery of restorative justice with on-referring clients.

**Restorative Justice South Island Hui – Lincoln Thursday 14 May 2015**

Viv and Gordon Rosewall the Chair of the Project Turnaround Working Party Group attended the hui on Thursday 14 May in Lincoln.

Vivienne Wood