

YOUTH ADVISORY COMMITTEE / TE PAE PĪKARI - TERMS OF REFERENCE / NGĀ ĀRAHINA
MAHINGA

Chair	Councillor Galloway
Deputy Chair	Councillor McLellan
Membership	Councillor Coker Councillor Johanson External Members 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 Pīkari 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 Pīkari 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.

Ways of Working

Te Pae Pīkari 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 Pīkari 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.*