

CONFIDENTIAL MEMORANDUM

TO: Council

MEETING DATE: 28 June 2023

TITLE: Appointments to the Palmerston North Jaycee Trust Assessment Committee

PRESENTED BY: Hannah White, Democracy & Governance Manager

APPROVED BY: Donna Baker, Acting Chief Executive Unit Manager

It is recommended that this report be considered with the public excluded, as permitted by the Local Government Official Information and Meetings Act 1987 under clause:

s7(2)(a) Privacy - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person

RECOMMENDATION FOR PUBLIC RELEASE

The report and decisions can be released as soon as the individuals concerned have been notified of confirmation of their appointment to the Palmerston North Jaycee Trust Assessment Committee.

RECOMMENDATION(S) TO COUNCIL

- 1. That Council appoint Joanne Hazlitt and Manumea Durie as members of the Palmerston North Jaycee Trust Assessment Committee for the 2022-2025 term of Council.**
 - 2. That Council release this report to the public once successful applicants have been notified of confirmation of their appointment.**
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1. ISSUE

As per the Appointment of Directors & Trustees Policy 2022, membership of the Jaycee Trust Assessment Committee will consist of the Chair of the Community Development Committee (or relevant committee) and two members of the public.

Members of the community were invited to submit applications for the two community positions on the Panel in May 2023.

This report recommends the appointment of the two most suitable applicants.

2. BACKGROUND

Jaycee Trust Travelling Fellowship

The Jaycee Trust Travelling Fellowship was established in 1987 to provide funding to encourage young persons not exceeding 40 years of age, representing all walks of life, in the ideal of service to the community, and to promote or make donations to any organisation encouraging practical participation in civil activities to assist young people to develop qualities of citizenship.

The Fellowship enables appropriate people with the ability to travel or engage in special projects to gain further knowledge in their specialist area, which can then be applied locally, benefiting the community.

Council is responsible for administering the Palmerston North Jaycee Trust.

Assessment Committee

Every triennium, Council appoints the Jaycee Trust Assessment Committee to award two travelling grants of up to \$5,000 each per year to enable people to study, travel or engage in special projects abroad.

The Assessment Committee has delegated authority from Council to assess applications to the scheme and approve up to two travelling fellowships of not more than \$5,000 (including GST) each year, with discretion to grant more than two fellowships as long as the total amount of funding does not exceed \$10,000 per year.

Appointment Panel

The Appointment Panel is responsible for selecting the two community members to sit on the Palmerston North Jaycee Trust Assessment Committee.

The Appointment Panel comprises the Mayor (or Deputy Mayor), Chair of the Community Development Committee (or relevant committee Chair) and Deputy Chair of the Community Development Committee (or relevant committee Deputy Chair). The Panel recommends candidates for appointment by Council.

Recommendations

Four applications for the two positions were received by 2 June 2023. The Appointment Panel reviewed the applications and recommended the two most suitable applicants, namely Joanne Hazlitt and Manumea Durie.

The recommendation is based on the candidates' longstanding connection to the city, experience in the tertiary education sector and experience with overseas travel, as well as previous experience on the Panel (in the case of Joanne Hazlitt). The candidates also offer connections with the community, experience working and volunteering with youth, and a Māori cultural background (in the case of Manumea Durie).

It should be noted that Ms Durie is currently a staff member. The Appointment of Directors and Trustees Policy 2022 does not preclude a staff member from appointment. Officer advice is there is no apparent conflict of interest in a staff member sitting on the panel.

Further information on these applicants is attached.

3. NEXT STEPS

The Palmerston North Jaycee Trust Assessment Committee will complete an annual allocation of funds.

Elected Members will be informed of successful scholarship awardees.

4. COMPLIANCE AND ADMINISTRATION

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| Does Council have delegated authority to decide? | Yes |
| Are the decisions significant? | No |
| If they are significant do they affect land or a body of water? | No |
| Can this decision only be made through a 10 Year Plan? | No |
| Does this decision require consultation through the Special Consultative procedure? | No |
| Is there funding in the current Annual Plan for these actions? | Yes |
| Are the recommendations inconsistent with any of Council's policies or plans? | No |
| The recommendations contribute to Goal 5: A Driven & Enabling Council | |
| The recommendations contribute to the achievement of action/actions in Governance and Active Citizenship | |
| The action is: n/a | |
| Contribution to strategic direction and to social, economic, environmental and cultural well-being | By ensuring that strong and appropriate appointments are made, the Council enables the Trust to continue to provide opportunities to the best applicants. |

ATTACHMENTS

1. Joanne Hazlitt - Curriculum Vitae
2. Manumea Durie - Curriculum Vitae