

**CYWC**  
**ANNUAL**  
**GENERAL**  
**MEETING**  
**2020**

**Report**



# MANAGER'S FOREWORD

Ka nui te mihi ki a koutou kua tae mai nei ki te tautoko te kaupapa o tenei ra.

Although this AGM looks back at the timeframe of April 2019 to March 2020, I would like to start by acknowledging where we are now. This Canterbury Youth Workers Collective AGM is our first public-facing event since the outbreak of the global pandemic known as COVID-19. Back in March we were getting new information daily, we had started getting cases in Aotearoa, and there was a range of perspectives out in the community about what each of our responses should be. At the time we were hearing official advice to limit contact with others, we were learning new terms like “physical distancing”, later to be replaced by “social distancing”, and we were asked to consider safety and value of large gatherings. Together CYWC Staff and Governance made the decision that although our work is valuable, it is not essential, and to tautoko the important work being done by our members in the community, we would not ask them to attend extra public events at a time of risk.

Waiho i te toipoto  
Kaua i te toiroa

We made a similar decision on this side of lockdown as people started heading back to work.

While the pandemic rages on in many parts of the world, we have the benefit of moving back to a more normal way of working. We will have more kanohi ki te kanohi training and networking opportunities coming up in 2020, as well as the resumption of the Strengthening the Youth Sector Forum. Before I move on to report on our last financial year, I want to acknowledge some of what this year has been to us all. To acknowledge COVID-19, the challenges and benefits of lockdown, and the challenges and benefits of coming out. To acknowledge those we lost along the way, and that we need to take care of ourselves and others at this time of high uncertainty. To acknowledge the rest of the world and all the connections we have in all the places that are suffering. And to acknowledge how well we have all done, and how nice it is to be in a place where we can see and hug each other again. Ngā mihi, ngā mihi, ngā mihi nui tatou katoa.

Let us join together  
and not fall apart

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# CHAIRPERSON'S REPORT

Kia ora e hoa mā,

Thank you to all who have come today. It is so nice to be socialising as a sector after a wee hiatus from kanohi ki te kanohi interactions!

It is again my honour to be standing before you today to share all we have achieved in the last 12 months and to thank everyone involved.

2019 for Canterbury was again a challenging year. However once again the Youth Development sector responded in its usual servant hearted, collaborative, restorative, innovative and creative way.

At last year's AGM we spoke of the review that was done and the core findings. From there we were not only able to do the outworkings needed from that review but have a deeper faith that what we were doing did serve the sector. It will continue to take time to strengthen and embed some of the findings from the review but I do have to say a special thanks to Hamish for the work that has been done so far.

One of the things that came out of the review was the want from the sector for us to continue our membership. We launched our new membership soon after the last AGM and since we have had 83 Individuals and 20

Organisational members sign up. As of yet we don't have any signed up to the Collaborative Partners but we do see this growing in the future as we become more collaborative and see people wanting to become voluntarily accountable for their practice with young people.

And then came 2020 phew with not only Canterbury going into disarray but also the world! I wish I could share the rest of this report in memes as it would probably be a better representation of this year. However I am in absolute awe and grateful for the prior learnings we have done as a sector and an area to be able to respond for Canterbury in all the ways we are now used to doing.

I want to thank first and foremost our staff of Canterbury Youth Workers Collective who once again adapted to the needs of the sector almost before anyone knew adapting could be possible. I think this year's youth workers will be some of the most professionally developed ever. The trainings that were able to be delivered over lockdown were incredible and I heard great things. We stayed connected and we stayed serving and responding to needs. Thank you Penny, Hamish, Harriet and Natalia for your ability to pivot so fast and thank you to all the people that ran trainings during this time.

Now none of this would be possible if we did not also have a responsive funding sector who believes in the work we do. So I would like to thank Wayne Francis Charitable Trust, Rātā Foundation, Christchurch City Council, DIA Youth Worker Training Scheme, DIA Community Organisation Grants Scheme, DIA Lottery Grants, Te Puni Kōkiri, and the Ministry of Youth Development.

Noho ora mai,

Angelina McLean  
CYWC Chairperson

Special thanks to the Collaborative Trust who we partnered with for the Festival of Youth Development. Special thanks also to Michael Bendall and Corcoran French for their pro bono legal support throughout the year.

As always, a special thank you to the CYWC Kaumatua Ruru Hona. Ruru has been supporting our organisation, our members and our sector as long as most of us can remember. He plays an important role in all that we do at CYWC, and is an ever-present voice of reassurance and reason.

Now last but not least I get to thank some people that are not only the Committee of CYWC but after a time of serving together friends. Thanks friends I missed seeing you in person once a month and having incredibly insightful conversations. You all hold your own wisdom which you have shared to help make decisions that make the youth sector better off. We have had a big 12 months and we made it through so thank you Cooper, Stephanie, Madeline, Amanda, Mel, our Secretary Chris, Treasurer Hannah and Vice Chair Luke.

# TREASURER'S REPORT

## April 2019 – March 2020

The role of the Treasurer for the Canterbury Youth Workers Collective focuses on presenting the monthly financial reports and answering any Committee questions relating to these reports.

### Procedures

As per CYWC policies, all cheques are signed by two signatories. We have four signatories who are authorized to make online payments. Thank you to those who have been signatories over the last year – Penny, Angelina, Hannah and Melody. We appreciate the sacrifices you make in your schedules to be able to come in when cheques and funding applications need to be signed.

### Challenges

Funding remains a significant challenge for CYWC, however we are very grateful to our existing funders, many of whom have funded us for many years. See the Chair Report for further information on our funders.

A very big thank you to Penny and Committee members who worked really hard to obtain all of this funding. It has not only enabled CYWC to continue its incredible work, but has also added value and enabled growth via the Strengthening the Youth Sector and Youth Voice Canterbury projects.

We also received contributions to CYWC finances through work at Public Events- Christmas in the Park, Guy Fawkes at the Pier and ASB Classical Sparks. We would like to extend a huge thank you to all the Youth Workers and committee members who volunteered to help work at these events this year.

### Audit

This year was the second year of having our audit by Community Accounting (now known as Community Capacity Accounting). Our 2019 Audited Accounts looked a little different as money was moved between income and liabilities under the new auditor, however under our second year it has evened out is a clearer representation of our financial position.

Our Current Assets include the money in our bank accounts, and our debtors and prepayments totaling \$257,134. We also have assets (equipment etc) to the value of \$3225. This brings our total assets to \$260,358.

Our liabilities include creditors, employee costs, and other unused donations and grants that are ring-fenced, totaling \$99,115.

That leaves us with net assets of \$161,243. This includes an accumulated surplus of \$66,314

The \$66,314 of accumulated surplus comes from the difference between our income and our expenses. Our income is from donations, membership fees, grants, services rendered and totals \$316,985. Our expenses are largely staff and volunteer costs and costs to run our events, plus some other expenses, totaling \$250,671.

This is a very healthy position for us to be in, and the Committee are actively monitoring this in this time of uncertainty.

Please see the copies of the full financial audit report here today in hard copy, or soon to be available on our website and through the charities commission website. If you have any questions about these feel free to chat to us further.

# MANAGER'S REPORT

CYWC undertook an internal review in 2019 which helped us put a long-term strategic focus on the organisation, as well as confirming that our sector values all that we do, and want us to continue doing all of it but want us to do it better. That has resulted in a new plan to run regular, monthly trainings on the first Tuesday of the month, has made us put desired time frames around the coordination and communication of our events, and put in place a plan to refocus on the suburban youth development networks. We are keeping our Code of Ethics Training as a two-day noho, and are developing resources to assist our sector to work more effectively with rangatahi Māori. We have revamped our membership programme and we are tightening up our communications with the aim of our sector receiving timely and relevant information in accessible ways. All of this we began to roll out before being interrupted by COVID-19.

In the latter half of 2019 we said goodbye to two of our staff. First was Tayla Reece, who we were farewelling for the second time. This time she departed her role as YVC Coordinator to take up a new role at VOYCE Whakaronga Mai. This new role is really perfect for Tayla as it is allowing her to combine her studies in social work with her passion for youth participation.

We also said goodbye to our Coordinator, Anna Chirnside. Anna added so much value to our organisation and had become both our face to the sector and the core driver of our business-as-usual operations, she had become the go-to person for much of our sector and we immediately felt the enormous gap she left. Although there was this gap, we also ended up with the freedom to reimagine the roles within the organisation, and so in March we welcomed Harriet Boyle to our team as an administrator who is working on both CYWC and Youth Voice Canterbury mahi. Currently these roles are fixed term as we confirm we have covered the areas we need to with the staff and roles we have, but we are extremely pleased to have Harriet on board who has fit in perfectly and definitely filled a skill gap that the organisation had.

In November of 2019 we lost one of our Youth Voice Canterbury Management Team Members, Georgia Rossiter. Georgia was a light in the youth sector, she is remembered for her incredible giving spirit, spending much of her time volunteering not just with Youth Voice Canterbury, but also with her church, with 298 Youth Health and many other volunteer organisations. Georgia had a strong passion and drive to support young people going through mental health troubles, and in her honour we encourage everyone to reach out and seek help when it's needed.

Youth Voice Canterbury undertook a review of the work it has done and how it supports other youth participation groups and the wellbeing of its Management Team. The review was released in May 2020 and we are working now on the adoption and roll out of many of its recommendations. I would like to take this time to thank Josiah Tualamali'i and Kaitlyn White for your hard work and dedication not only to the completion of this review, but also to work you both have done for Youth Voice Canterbury, youth participation and young people in our region.

Over the summer we supported some extremely brave young people to stand up to inappropriate behaviour from an elected member in our city. Through that we experienced the unconditional support of many, unexpected backlash by some, but mostly we were just consistently humbled by the strength of the young people involved and their desire to make Ōtautahi a safer place for all young people to participate in decision making. As has been highlighted by a number recent events, instances of inappropriate behaviour is not rare within any sort of structure of power, and we are committed to ongoing work toward safe pathways for young people into decision making.

Through what was another very challenging year in Canterbury, I have not failed to appreciate the people that I get to work with everyday. To our members and all those working to support youth

development, I am constantly in awe of your skill, dedication and compassion. To our Board, kaumatau, contractors and volunteers, I thank you for your awhi, guidance, expertise and support. We staff only manage to complete the amount of work that we do because of what you freely give to us and our sector. To Gap Filler, who are our landlords in the Youth Space, thank you for your work in community building projects in our city. To Youth and Cultural Development, Fred and the whole team, I thank you for your ongoing support of CYWC by housing our Financial Administrator Natalia Sukhikh in your offices and letting us barge in anytime we're struggling with our finances (often). I want to thank Natalia who is endlessly patient with us, gently encouraging me to find more money and please submit my receipts. And finally I need to thank Hamish Keown, our Strategic Development Officer. Hamish is involved in virtually every project CYWC is doing, and it is humbling to be taught and guided everyday by someone who has a very different way of thinking from me but the same respect and reverence for the work being done in our sector.

He mihi tino nui mo to koutou tautoko me pukengatanga o tenei mahi whakahirahira.

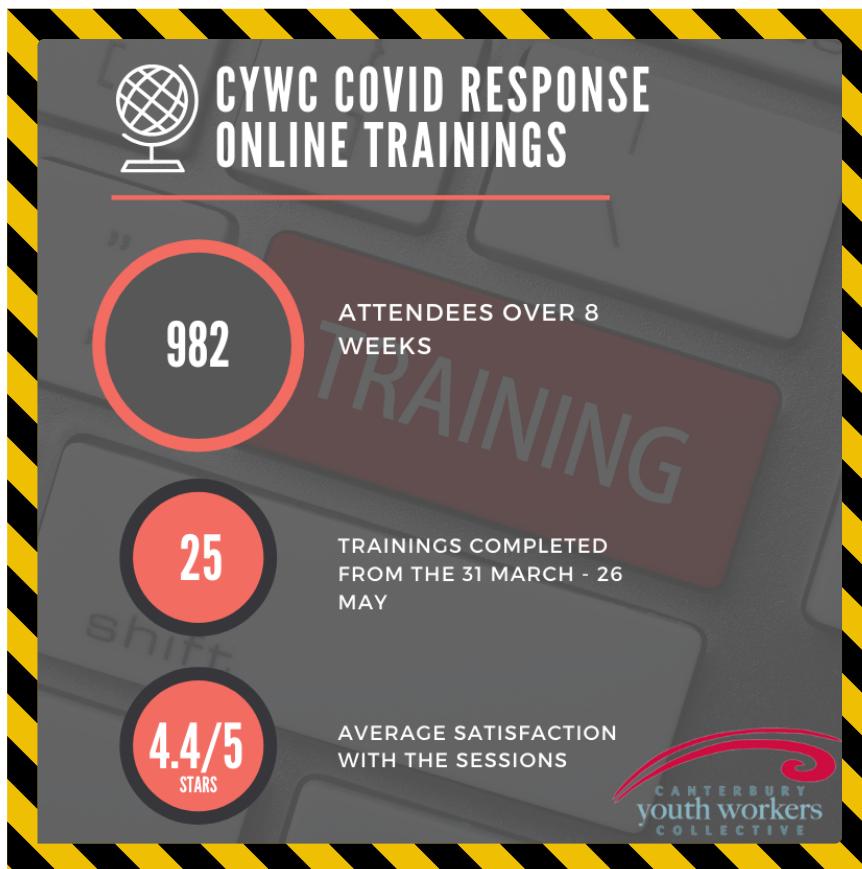
Nō reira, tena koutou tena koutou tena koutou katoa,

Penny Prescott  
CYWC Manager

# TRAININGS AND EVENTS OVERVIEW

## Trainings

- 87 people trained in Code of Ethics over noho marae at Tuahiwi, Arowhenua and Rapaki.
- A further 234 people attended other training events such as Responding to Suicide, Responding to Disclosures, Introduction to Sign Language, Youth Participation, RAP Training and the first of our online COVID series 'COVID-19 Survival Guide'.



## Big Events

- We had 57 youth workers volunteer with us at New Brighton Fireworks, Christmas in the Park and Sparks.
- We reviewed and updated our Big Events Policy policy and procedure and increased our health and safety protections around our work at these events.

# STRATEGIC DEVELOPMENT OFFICER REPORT

The last 12 months have been busy and intense for the Collective. We have spent a lot of time developing internal processes and protocols to ensure that we are able to still function both during lock down and moving forward, as well as hosting a range of events.

Following on from the review that was presented at the last AGM, the Board and Staff have been working to implement several changes that will provide our organisation with a solid foundation.

One of the major changes that we have been implementing is our new membership structure, which was approved at the AGM, and went live early October 2019. We have seen a good revenue stream coming from membership, and several new members keen to join. Our ethics and complaints process are still one of the core reasons our members join and maintain membership.

From the 16th - 18th of September 2019 we had over 40 events running in the Christchurch CBD all focusing on various aspects of Youth Development under the

umbrella of the Festival of Youth Development. (See the infographic for all the details).

Over the next 12 months SYS will be responding to the needs identified by our sector survey. We are excited to be approaching the 2021 planning with a fresh approach and look forward to getting involved.

A massive thank you to the CYWC Board for your commitment to the sector! I also want to acknowledge my colleagues for all their amazing work over the last year, you all have shown dedication to the organisation and the sector.

Ngā mihi nui,

Hamish Keown,  
Strategic Development Officer

# STRATEGIC DEVELOPMENT OFFICER REPORT

## Highlights of the last 12 months

- Partnering with the Collaborative Trust to run the first ever Festival of Youth Development
- Following a full review of the Canterbury Youth Workers Collective we have work hard to adopt a number of the recommendations
- Hosted several successful SYS forums
- Implemented a new membership system allowing the CYWC to collect membership fees for the first time in years
- Implemented a new HR system to support the development of the Collective to be more sustainable and better manage contractors
- Proactively developed policies and procedures to ensure that we limit the reliance on institutional knowledge
- Supported the development of a new brand and identity for CYWC

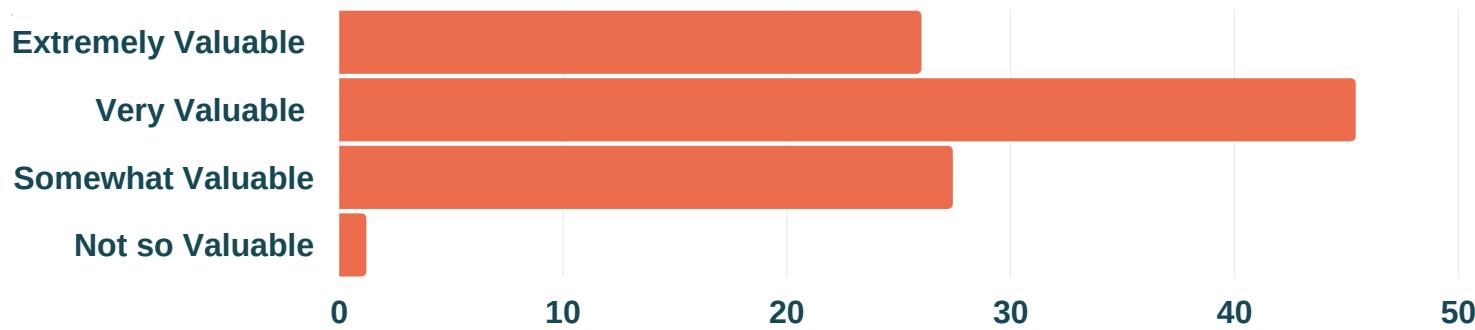
# FOYD Review

A high level view of key indicators of successes and development points

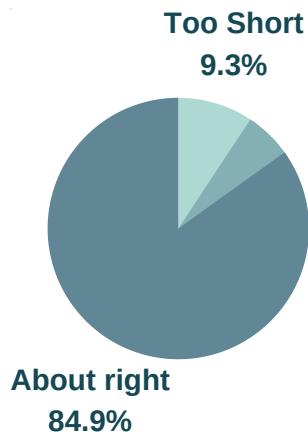
## LIKELIHOOD OF YOU ATTENDING ANOTHER FOYD



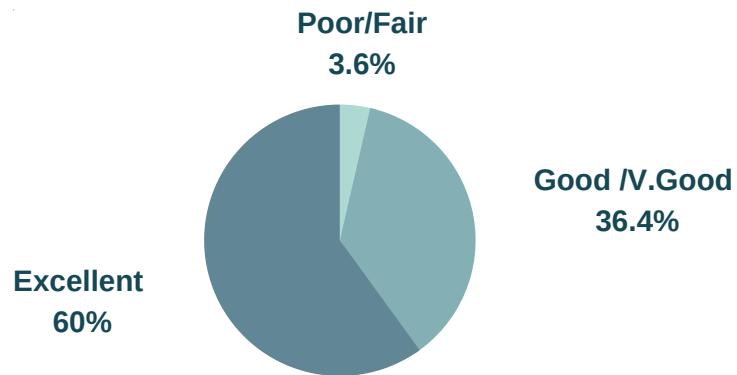
## HOW VALUABLE WERE THE NETWORKING OPPORTUNITIES?



## HOW WAS THE TIMING OF THE FESTIVAL?



## HOW WAS THE VALUE FOR MONEY?



The 2019 Festival of Youth Development (FOYD 2019) was run as a partnership between The Collaborative Trust for Research and Training in Youth Health and Development , The Canterbury Youth Workers Collective and Strengthening the Youth Sector.

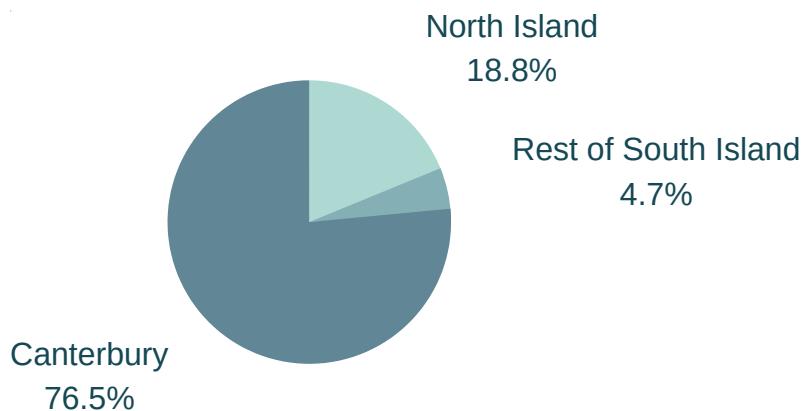
The Festival was organised by a committee comprising of representatives from the three partnership organisations and representatives from the Christchurch City Council, Wayne Francis Charitable Trust and the Ministry of Youth Development.

The foundation sponsor for this Festival was the Health Promotion Agency: Te Hiringa Hauora. Financial support was also provided by The Wayne Francis Charitable Trust, Christchurch City Council and the Rātā Foundation.

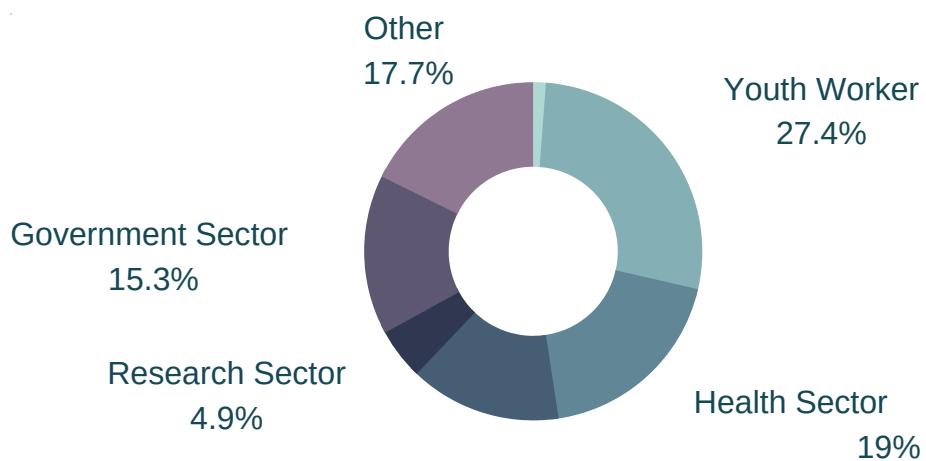
# FOYD REVIEW

## Our Attendees

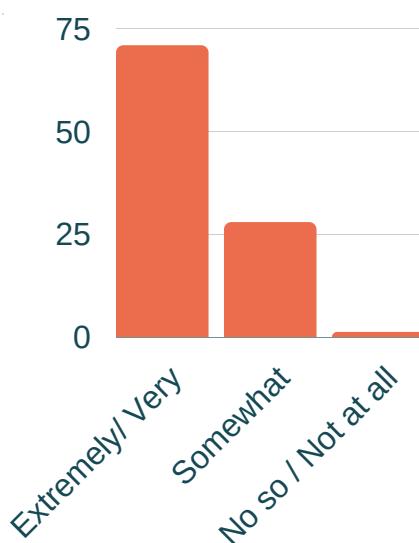
### GEOGRAPHIC SPREAD



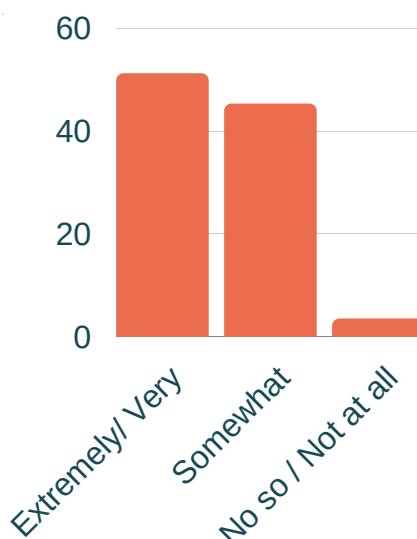
### WHO WAS THERE?



### HOW VALUABLE WAS THE FESTIVAL FOR NETWORKING?



### HOW VALUABLE WAS THE FESTIVAL FOR WORKING TOGETHER BETTER?



# FOYD REVIEW

## Key Takeaways



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WHAT IS ONE THING YOU WILL REMEMBER  
FROM THE FESTIVAL THAT YOU WILL  
IMPLEMENT INTO YOUR WORK WITH YOUNG  
PEOPLE?

- Always make space for youth voice and participation;
  - Working Together is worth the effort;
  - Embrace principles of youth development;
  - Embrace diversity;
  - Focus on being mana enhancing
- 

