



30 OCT 2020

John Luke
fyi-request-13498-16b84691@requests.fyi.org.nz

Dear John Luke

On 11 August 2020, you emailed the Ministry of Social Development (the Ministry) requesting, under the Official Information Act 1982 (the Act), the following information regarding certain statements made in an Official Information Act response sent to you on 10 June 2020:

- 1. Regarding the statement: "The Minister for Youth intended to reappoint all nine current members of the Partnership Fund Board for a short term": May I ask if the Minister confirm how long she would appoint the current members?*
- 2. Regarding the statement: "This process and the work of the Partnership Fund Board is on hold however, due to the effects of COVID-19": Given we are already in Level 1 now, have they had any more meetings?*
- 3. Regarding the statement: "For the period 1 April 2019 to 31 March 2020, the Board met three times": May I kindly request the full meeting minutes of these 3 meetings and full meeting minutes of any further meetings they had after 31 March 2020.*

On 15 September 2020, the Ministry provided you with a response to your questions. You were advised that the Partnership Fund Board met on 25 July 2019, 11 November 2019 and 20 February 2020, and held an online meeting on 12 August 2020. You were provided with the minutes of the meetings held on 25 July 2019 and 11 November 2019.

On 15 September 2020, you were also advised that any further meeting minutes will be provided to you no later than 30 October 2020. Please find the minutes of the meeting held on 20 February 2020 attached to this letter.

You will note that the names of some individuals are withheld under section 9(2)(a) of the Act in order to protect the privacy of natural persons. The need to protect the privacy of these individuals outweighs any public interest in this information.

Some information is withheld under section 9(2)(j) of the Act to enable the Ministry to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations). The greater public interest is in ensuring that government agencies can continue to negotiate without prejudice.

I am advised that the Board meeting scheduled for 12 August 2020 could not go ahead as a result of the COVID-19 restrictions. In lieu of the meeting an informal online catch up was held which did not require minutes to be recorded. This part of your request is, therefore, refused under section 18(e) of the Act as this information does not exist.

If you wish to discuss this response with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with this response regarding the Partnership Fund Board meetings in 2019 and 2020, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Juanita Te Kani', written in a cursive style.

Juanita Te Kani
**General Manager, Youth
Māori, Communities and Partnerships**

Partnership Fund Board February Meeting

Minutes

Date	Wednesday 20 February 2020
Time	9.00am-4.00pm
Venue	Kea Room, PWC, Wellington
Attendees Board	Shana Malio (Chair), Duncan Matthews (Deputy Chair) Paige Sullivan, Rachel Hopkins, Terry Shubkin, Kii Small, Ezekiel Raui
Attendees MYD	Juanita Te Kani s 9(2)(a)
Secretariat (MYD)	s 9(2)(a) and s 9(2)(a)
Apologies	Bilal Nasier, Stevie Davis-Tana

1 Arrival

2 Board Time Only

3 Welcome

The meeting was opened with a karakia.

The Chair welcomed members to the meeting and introductions were made.

4 Apologies/Ngā Whakapāha

Apologies were noted from Bilal Nasier and Stevie Davis-Tana

5 Housekeeping

Health and safety procedures were noted.

6 Confirmation of previous minutes

The minutes of the meeting dated 11th November 2019 be accepted as a true and accurate record.

MOVED Kii Small

SECONDED Paige Sullivan

7 Previous actions

The following actions were reviewed:

Action Point (11 Nov 2019)	Lead
Contact Canterbury Resilience Foundation to see if there are any new initiatives for youth development opportunities to help young people in refugee and migrant communities	s 9(2)(a)
Revisit PFB Operational budget at next Board meeting	Chair
Funding decisions to be made re: Seed Waikato, South Seas Healthcare Trust, Masterton District Council and Massey University	Board

8 Updates from Board Members

Board members shared general updates.

9 Operational Updates

Update from General Manager, Youth

9.1 Reappointments – MYD is in discussion with the office of the Minister for Youth regarding reappointment of the Partnership Fund Board members and will advise you when we receive confirmation of the Minister's decision.

Discussion followed on some clarification of induction costs for new board members and possibly a new MYD resource person dedicated to board matters.

It was noted that any induction for Partnership Fund Board member(s) would come out of the PFB operational budget, and any MYD staff member's induction on Board matters would come out of MYD's operational budget.

Duncan: If there are new appointments to be made can we provide feedback to the Minister on what the Board needs for these positions? (E.g. skills-set/experience)

Juanita reiterated MYD's role and the role of the Board.

9.2 Youth Plan – The Youth Plan is currently being considered by government agencies as part of departmental consultation. The Youth Plan will set out the direction for MYD and other government agencies over the next two years.

Members asked whether there were any important actions they should be aware of?

MYD informed the Board about the draft actions to align funding principles for the youth sector and to provide strategic and evidence-informed advice on rangatahi.

9.3 Partnership Fund Board operational budget

The secretariat updated the Board on the operational budget for the financial year 1 July 2019 to 30 June 2020 current and actual.

It was noted that none of the professional development budget has been spent. It was agreed that the May 2020 meeting would be a two-day working group meeting. Dates are 20 and 21st May 2020 in Auckland.

Action	
Email Shana suggestions for professional development day meeting	Board

Discussion followed on Board fees for additional working group meetings or day trips over and above the agreed four Board meetings per year. It was clarified that this would come out of the operational budget.

However, if the Board considers it requires additional resource, the Chair would need to seek agreement from the Minister for Youth, who would ask the State Services Commission to review the Board fees to reflect the additional resource.

Action Point	Lead
Budget forecast on costs for 2020 Board meeting	s 9(2)(a)

11 Update on Partnership Fund current contracted providers

An overview table of the current contracted providers was tabled

Action Point	Lead
Additional column to be added to current contracted provider spreadsheet on reporting information	Secretariat

12 Chair / Deputy Strategic Update

Deputy Chair: The Board only time this morning was acknowledged. The Board identified that partnerships with funders should be more self-directive and to proactively form relationships.

The Board are exploring opportunities to work more proactively with funders. It was noted that the Board already have strong relationships to build off. It would be helpful to draft an evaluation framework to ensure consistency and an understanding of what good looks like. The Board also agreed to develop a funder territory plan, to set out the key funders to work with.

Action Point	Lead
Develop of a Funder Territory Plan <ul style="list-style-type: none">Send draft Funder Territory Plan to JuanitaRegional relationship Manager's to fill out details that they know and distribute to BoardMake contact with their assigned funders, book meeting and report back	Terry / Shana RM's Board
Action Point	
Evaluation of PFB (Rachel to develop proforma for questions)	Board – Other Philanthropic's RRMs and Providers
Action Point	
Develop proforma for narrative evaluation of Board	Rachel

Action Point	Lead
Induction plan for new Board members and RMM's to be developed	Duncan

Chair: The Board has the ability to be more proactive. What does this mean for how we work and what actions do we want to take as a Board to achieve our strategic direction?

One of the Board's priorities is supporting migrant and refugee youth. The Board feels they haven't delivered on this priority and have asked MYD for advice on taking more action in this area.

Juanita will pick up this action and close off with Chair.

Action Point	
Follow up on actions from 31 Jan meeting on options for funding with recent refugee and migrant communities	MYD / Juanita

It was raised that there is a national Philanthropy NZ network meeting on 23 April which they are inviting youth funders to attend, at Auckland University. The Board agreed that two members should attend. Paige and Kii will already be attending in their advisory capacity.

Action Point	
Details of national Philanthropy NZ network meeting on 23 April to be emailed to Duncan and Shana.	s 9(2)(a)

Action Point	
Add sector intelligence to the agenda for future Board meetings	s 9(2)(a)

Around the time of the next Board meeting, the Board would like to host an event bringing together funders. It was agreed that there was some difficulty in the timing due to budget and election.

It was agreed that the Board and Philanthropy NZ could explore holding an event during Youth Week.

Action Point	
To follow up with s 9(2)(a) on what Philanthropy NZ is doing during Youth Week	Kii

Action Point	
Partnership fund board event to be organised during Youth Week	Board – Shana lead

13 Declaration of interests

There were three Declarations of Interest:

- Shana Malio – South Seas Healthcare Trust
- Rachel Hopkins – Pledge Me
- Ezekiel Raui – The Far North Project

Risk Register

Nil

14 Items for approval/ Te Teake Hei whakaaetanga:

The following items were tabled for approval.

The Board discussed and voted on each proposal individually.

- Ready Steady' Phase 1 Pilot - \$70,000.00 (Waikato Local Authority Shared Services) – s 9(2)(i)
- The Far North Project - \$89,500.00 (Graeme Dingle Foundation) s 9(2)(i)

- Takatakahia Taiohi Mahika Kai Project - \$30,000.00 (Lincoln University) s 9(2)(f)
- Relationship Arts Performers pilot programme - \$8,739.00 (The Theatre in Health Education Trust) s 9(2)(f)
- Smashed Project - \$70,000.00 (Life Education Trust) s 9(2)(f)
- House of Learning - \$30,000.00 (Seed Waikato) (This proposal was carried forward from the previous Partnership Fund board meeting on Monday 11 November 2019). s 9(2)(f)

Action Point	Lead
Proposed increase to the koha for young people chosen to do mentoring training in The Far North Project Graeme Dingle Foundation proposal	s 9(2)(a)
Action Point	
Life Education Trust on the Smashed Project Proposal <ul style="list-style-type: none"> - MYD to contact Life Education Trust and provide feedback - Following confirmation email from MYD, Terry will follow up with CEO 	MYD Terry

Items for approval/ Te Teake Hei whakaaetanga:
Reinvestment

The Board agreed to send out updated information on the 3 provider initiatives for reinvestment decisions to help with the Board's consideration.

- South Seas Healthcare Trust – South Seas Development
- Masterton District Council – Wairarapa Youth Wellbeing Hub
- Massey University – Campus Co-Lab
- Creative NZ – This proposal is a reinvestment for the next financial year, F21. This proposal was discussed secretariat will relook at the reports from Aug 2018 meeting re other government partnership concerns and close off the loop and report back to the Board.

Action Point	
To look at reports from the Aug 2018 meeting on Creative NZ and report back to Board	MYD

Action Point	
Draft template for reinvestments to be circulated to Board	Terry and Duncan

15 Wrap up and close

The meeting was closed with a karakia and finished at 4.00pm

Next meeting: Auckland 20 and 21 May 2020. Venue to be confirmed.