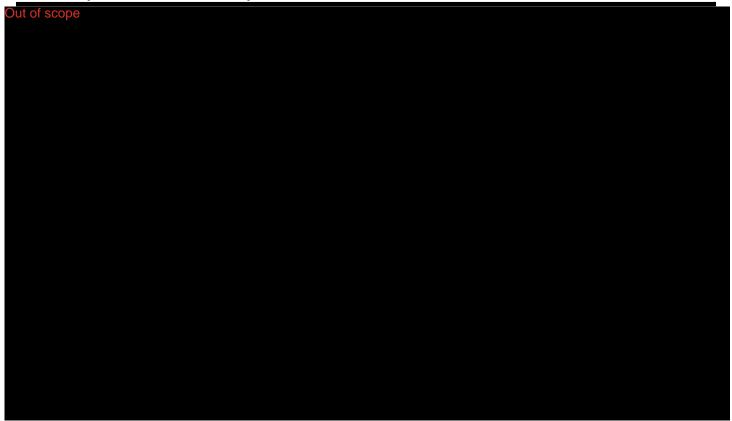
# Reference sheet: Category 2: Youth MP and MP guidance packs

Ref#		Date finalised	Title
2	.01	12 December 2025	Youth Parliament 2025 – MP Information Pack + Cover Email
2	.02	1 May 2025	Youth Parliament 2025 – Guidance for MPs – Part 1: Providing pastoral care support for your Youth MP during their tenure from April – August 2025 + Cover email and training calendar
2	.03	6 May 2025	Youth Parliament 2025 – Youth MP Tenure Pack Part 1 – Pastoral Care + Cover email
2	.04	26 May 2025	Youth Parliament 2025 – Guidance for MPs Part 2: + Cover email
2	.05	29 May 2025	Youth Parliament 2025 – Guidance for Youth MPs Part 2: Youth Parliament 2025 Programme Overview, Parliamentary Working Groups, and Youth MP Community Engagement + Cover email

#### beheard (YOUTHPARLIAMENT)



From: Matthew Doocey (MIN) < M.Doocey@ministers.govt.nz>

**Sent:** Wednesday, December 11, 2024 10:21:03 AM

To: #All MPs (excluding Ministers) s9(2)(a)

Cc: #SPS All **s9(2)(a)** All EAs **s9(2)(a)** 

Subject: Youth Parliament 2025

Dear Members,

Part of my role as Minister for Youth is to be a champion for young people living across New Zealand. As MPs, we also have a responsibility to ensure that we are capturing the voices of all those within our communities. This letter outlines a couple of initiatives that I would appreciate your support with to promote young people's voices.

#Ministers All \$9(2)(a)

#### **Youth Parliament 2025**

You may have seen that I recently announced the 11<sup>th</sup> Youth Parliament is taking place in 2025, which is led by my officials at the Ministry of Youth Development (MYD), with the support of the Office of the Clerk of the House of Representatives.

As an MP, your support for this programme is vital. Youth Parliament only happens once in a Parliamentary term and provides a one-of-a-kind opportunity for you to work with a local Youth MP and hear about topics and issues young people are passionate about. Your selected Youth MP will be involved in community engagements, and I encourage you to work closely with them and make the most of these valuable interactions.

The **attached** *Youth Parliament 2025 MP Information Pack* provides information for you and your Electorate Office to support your involvement in the programme. It includes a timeline for you/your Electorate Office, information about the role of the Youth MP, and suggestions for the recruitment process for your Youth MP.

During the participant selection period, all MPs are asked to promote Youth Parliament 2025 and encourage a wide range of young people to apply and get involved. The **attached** social media tiles have been developed for you to use in your promotional activities. MYD is also promoting Youth Parliament through its channels and in the youth sector, with interested young people encouraged to contact their local MP's Office for further information about how to apply.

All public information regarding Youth Parliament is available at <a href="www.youthparliament.govt.nz">www.youthparliament.govt.nz</a>. You will find a set of <a href="mailto:Frequently Asked Questions">Frequently Asked Questions</a> in the MP Information Pack, and any further questions can be emailed to <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>. As mentioned in the MP Information Pack, I have also established a Youth Parliament 2025 Multi-Party Reference Group to advise on the programme and support MPs.

#### Supporting youth voice in your community

Earlier this year, the MYD Youth Advisory Group (YAG), following engagements with young people from a range of central government and youth sector youth advisory groups and youth councils, presented me with a report, that summarised groups' experiences participating in decision-making spaces, including what has worked well, what some of the challenges have been, and what their aspirations for youth voice in decision-making spaces are. A key request from those involved was to see and hear Ministers and MPs valuing youth voice, and to consider different ways for young people to be heard and contribute to decision-making that impacts them.

In addition to your role in Youth Parliament as an MP, it is important to engage with young people in your community more broadly, hear what topics and issues matter most to them, and bring their voices to Parliament. Engaging with existing youth voice and leadership groups is one way to do this. More information about youth voice including youth engagement resources is available <a href="here">here</a>.

Yours sincerely

Hon Matt Doocey

Minister for Youth



Youth Parliament 2025
MP Information Pack

December 2024

# **Contents**

Contents	2
Key information	4
The Youth Parliament 2025 MP information pack	4
About Youth Parliament	4
Multi-Party Reference Group (MPRG)	4
Key dates	5
Support or assistance	6
Role of a Youth MP	7
Represent	7
Engage	7
Two-day event	7
Role of an MP	8
Select	8
Support	8
Selecting your Youth MP	9
Eligibility criteria	9
Youth MP representation	9
Application process	9
Selection process	10
Options for your application and selection processes	10
Useful resources	11
Required Actions	11
Step One by Tuesday 01 April 2025	11
Step Two by Thursday 10 April 2025	11
Step Three after Tuesday 23 April 2025	11
Supporting Youth MPs	12
Youth Development	12

Pastoral Care	12
Appendix	14
Appendix A: Youth Parliament 2025 calendar	14
Appendix B: Promotion letter to school/community groups	15
Appendix C: Youth MP application form	17
Youth MP Applicant	17
Parent/Guardian Information	17
Supporting Information	17
Appendix D: Youth Parliament Key Messages	18
Appendix E: FAQs	19
General	19
Selecting your Youth MP	20
Tenure	21
Multi-Party Reference Group	22
Event Logistics	22
Media and Communications	23
Youth Press Gallery	23
Appendix F: Letter to successful candidate	25
Appendix E: Letter to parent/guardian of successful candidate (sent if the Youth MP is aged 17 years or under as of 28 February 2025)	
Appendix G: Letter to unsuccessful candidate	29

# Key information

#### The Youth Parliament 2025 MP information pack

This pack informs you about Youth Parliament 2025, the role of Youth members of Parliament (Youth MPs), the Youth Press Gallery, and your role in Youth Parliament as a member of Parliament (MP) including the process of selecting your Youth MP. You will also find resources to support you to promote this opportunity to young people in your community, including templates for letters and a Youth Parliament 2025 calendar.

#### **About Youth Parliament**

The 11<sup>th</sup> New Zealand Youth Parliament will occur in 2025. The Youth Parliament programme provides an opportunity to hear from young people from around Aotearoa New Zealand on what is important to them, and for Youth MPs and Youth Press Gallery members to actively work on topics and issues they are passionate about.

# The Minister for Youth is responsible for the delivery of Youth Parliament, supported by the Ministry of Youth Development

As the Minister responsible, Hon Matt Doocey provides direction to his Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi officials to deliver the programme. MYD is the lead organisation for the entirety of the programme delivery, including the two-day event at Parliament, the pastoral care of participants, and the evaluation of Youth Parliament.

MYD will be supported by the Office of the Clerk of the House of Representatives (OOC) – Te Tari o te Manahautū o te Whare Māngai and other partners across government to deliver Youth Parliament 2025 as required, as well as the Press Gallery who will appoint and support up to 20 Youth Press Gallery members.

# Multi-Party Reference Group (MPRG)

A Multi-Party Reference Group (MPRG) for Youth Parliament 2025 has been established.

The MPRG comprises the Minister for Youth as Chair, and a nominee from each Parliamentary party and the Parliamentary Press Gallery Chair/their nominee.

Members of the Youth Parliament 2025 MPRG are:

- Hon Matt Doocey, Minister for Youth (Chair)
- Hon Willow-Jean Prime, Labour Party MPRG representative
- Cameron Luxton, ACT Party MPRG representative
- Jenny Marcroft, NZ First MPRG representative

- Francisco Hernandez, Green Party MPRG representative
- Hana Rāwhiti Maipi-Clarke, Te Pāti Māori MPRG representative
- Jason Walls, Chair of the Parliamentary Press Gallery

#### The role of MPRG members includes:

- providing guidance and input into options for the organisational processes leading up to the two-day event, namely:
  - MPs' involvement and participation in the selection process, tenure period, and two-day event
  - o design of the Youth Parliament community engagement period
  - o programme for the Youth Parliament two-day event.
- informing and updating their respective caucuses (MPs) / the Parliamentary Press Gallery (Parliamentary Press Gallery representative) on Youth Parliament 2025, as required.

## **Key dates**

Monday 18 November 2024	The Minister for Youth announced key dates for Youth Parliament 2025
From 16 December 2024	MP promotion and planning period
Monday 03 February to Friday 28 February 2025	Youth MP and Youth Press Gallery application period
Monday 03 March to Monday 31 March 2025	Youth MP and Youth Press Gallery selection period
By Tuesday 01 April 2025	Deadline for MPs to advise MYD of their preferred candidate
Wednesday 23 April 2025	All Youth MPs and Youth Press Gallery Members announced by the Minister for Youth
Monday 28 April 2025	Youth Parliament programme begins, and training commences for Youth MPs and Youth Press Gallery members
Tuesday 01 and Wednesday 02 July 2025	Youth Parliament event at Parliament
Friday 29 August 2025	Youth Parliament programme ends

5

Also see the <u>Required Actions</u> section below for a list of key dates for the recruitment and selection of Youth MPs, and **Appendix A** for a Youth Parliament 2025 calendar.

## **Support or assistance**

If you have any questions or require any support with your Youth MP selection process, please contact the MYD Youth Parliament Project Team at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

# Role of a Youth MP

#### Represent

Youth MPs participate in Youth Parliament as representatives of themselves and their community as part of a youth development experience. They do not have to follow the political views of the MP that selected them or their party, and they are encouraged to use their experience to speak to the matters that are important to them and their communities.

## **Engage**

The four-month programme tenure for Youth MPs, from Monday 28 April to Friday 29 August 2025, ensures they have sufficient time to prepare for the two-day event on Tuesday 01 and Wednesday 02 July 2025. Youth MPs will be expected to canvas the opinions of their communities to inform their participation in the event, which you may wish to support them to do e.g. helping to arrange a meeting with other young people in schools or in a local youth sector organisation. After the two-day event they will also have time to close the feedback loop with their communities, which is an important element of youth engagement.

Youth MPs are also encouraged to stay connected with their assigned Youth Press Gallery member who will follow their progress and track their success for any stories that can be submitted. Their stories will be published on the MYD website and in the MYD Youth Parliament e-newsletter. Opportunities will also be sought for their stories to be published in other media.

All Youth MPs and Youth Press Gallery Members will be required to comply with Youth Parliament 2025 protocols and behavioural expectations (including signing a Code of Conduct acknowledgment form).

# Two-day event

During the Youth Parliament two-day event, Youth MPs will take part in Parliamentary processes and have the opportunity to meet various MPs and learn more about the role of an MP within Parliament. The programme for the two-day event is still being developed but could include activities such as sitting on parliamentary working groups on topics of interest, participating in a general debate and asking oral questions of Ministers.

# Role of an MP

#### Select

As is usual practice, each MP is asked to promote the Youth Parliament opportunity to young people in their community and run an application and selection process for a Youth MP to represent their community over the four-month tenure.

Once you have run a selection process, please inform MYD of your preferred candidate before notifying successful and unsuccessful candidates. MYD will conduct a due diligence process across all nominated candidates, but this should not take the place of any checks you also wish to undertake.

Both electorate and list MPs recruit Youth MPs.

- Electorate MPs are asked to select a young person from their electorate.
- List MPs are asked to choose an electorate from which to select their Youth MP.
- List and Electorate MPs selecting a Youth MP from the same electorate are asked to communicate and work together to avoid any potential confusion.
- Once a list MP has chosen a Youth MP, they are asked to work with the local electorate MP on how to best support both Youth MPs' participation in Youth Parliament 2025 and connection with their communities to share youth voice.

#### Support

MPs also play a lead role supporting their nominated Youth MP. To facilitate a positive Youth Parliament experience for Youth MPs, we encourage you to meet and communicate with them regularly during their tenure to mentor them, build their confidence and skills, and to enhance their understanding of the role of an MP and the communities they represent.

To support participants' youth development experience, it is recommended that you consider ways to mentor your Youth MP following their successful nomination and prior to the two-day event on Tuesday 01 – Wednesday 02 July 2025, including spending time with them in-person. A valuable experience could be inviting your Youth MP to shadow you through a typical day of engagements.

MPs are also encouraged to attend the Youth Parliament two-day event, if possible, to support your Youth MP. The dates of the two-day event are during Parliamentary recess.

See the <u>Youth Development</u> section below for information and resources that can support you to work with young people in a positive way.

MYD will provide pastoral care for all participants from the close of the participant selection period through to the end of their tenure. MYD officials may contact your Electorate or Community Office (ECO) staff if additional support for your Youth MP is needed.

If you or your ECO staff have any questions or require support for the recruitment and ongoing support of the selected Youth MP, please contact the MYD Youth Parliament project team at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

# Selecting your Youth MP

## Eligibility criteria

Each MP is asked to run an application process and select **one** young person to be their community's Youth MP. The candidate must be:

- between 16 18 years of age as at Friday 28 February 2025 (inclusive)
  - young people who are aged 17 years or under as at 28 February 2025 are required to obtain consent from their parent or legal guardian to apply for a role as a Youth MP.
- · living in Aotearoa New Zealand, and
- able to manage the time commitment of being a Youth MP from Friday 28 April 2025 to Friday 29 August 2025, including the Youth Parliament event on Tuesday 01 – Wednesday 02 July 2025 (candidates may undertake a community project during the tenure period, although this is not compulsory).

The ideal candidate would be:

- active in their community or region, or looking for ways to become active in their community or region
- interested in issues affecting young people, New Zealand Parliament, and/or social change.

**Note:** young people wanting to be Youth MPs should only apply to one MP during the selection process.

# Youth MP representation

Youth Parliament aims to be as inclusive and diverse as possible. Our country is made up of young people of different abilities, backgrounds, and experiences, and it is important this diversity is reflected in Youth Parliament 2025.

Feedback from previous Youth Parliaments indicated there further work was required to ensure selection processes are seen to be fair, inclusive, and ultimately promote greater diversity of participants.

MPs are encouraged to consider diversity when selecting their Youth MP to ensure a range of lived experience is brought to the Youth Parliament 2025 programme.

# **Application process**

In 2022, some Youth MPs commented the application process was unfair due to the different ways to apply and timelines.

MPs will be able to commence promotion of the opportunity any time after receiving this information pack in December 2024. However, to ensure consistency for the 2025 programme, all application periods will run at the same time, from Monday 03 February 2025 to Friday 28 February 2025. This is at the beginning of Term 1, when all school students will be returning from summer holidays.

## **Selection process**

Following the application period, all MPs will be asked to run a selection process, between Monday 03 March 2025 and Monday 31 March 2025. This will be a time for you to select your Youth MP from your pool of applicants in a way that works for you (e.g., informal interviews with shortlisted candidates).

Please consider how you may encourage and support diversity through your selection process and make it as fair and transparent as possible.

#### Options for your application and selection processes

The aim is to give a wide range of young people an equal chance of taking part and ensure candidates put in a similar level of effort in applying. Previous Youth MPs described experiences ranging from submitting written CVs and/or cover letters to speeches and short videos. Some completed formal or informal interviews.

We encourage you to think creatively about how to engage young people in the application and selection processes. Here are some options for how you could organise your application and/or selection process:

- Seek **nominations** from schools or youth organisations in the electorate.
- Create a social media challenge.
- Hold a speech, essay, or video competition asking young people to explain why
  they would make a great Youth MP.
- Run a mini **campaign** and **election** and encourage the young people's peers to vote for candidates on social media.
- Call for individual applications via your ECO and interview candidates.

We encourage you to promote Youth Parliament by:

- contacting secondary schools in your electorate
- contacting relevant community groups in your electorate
- · working with local media
- posting on your social media platforms. A social media tile has been attached to the
  email you received with this pack which you may wish to use. Your caption should
  direct young people to contact you if they are seeking more information on the
  process or wish to apply to be your Youth MP.
- utilising existing networks to spread the word.

Key messages for promotion include:

- **Use your voice:** You can make a difference by raising awareness of the issues facing young people in Aotearoa New Zealand.
- **Make a difference:** Advocate for your community and have an opportunity to influence the way MPs understand issues facing young people.
- **Form connections:** Cross paths with people from different walks of life and create lasting networks.
- **Broaden horizons:** Build your leadership, public speaking, and engagement skills, and learn how to influence change at a national level.

 This is an opportunity for young people from all walks of life to get involved and contribute their perspectives and experiences.

#### **Useful resources**

• Attachment in email: Social Media tile

Appendix A: Youth Parliament 2025 Calendar

Appendix B: Draft letter to school/community group

• Appendix C: Draft Youth MP application form

• Appendix D: Youth Parliament Key Messages

• Appendix E: Frequently Asked Questions

# Required Actions

## Step One by Tuesday 01 April 2025

Once a Youth MP selection process has been completed and <u>prior to the preferred</u> <u>candidate being notified</u>, MPs or their delegated representative must complete the following online form and submit it to MYD **by Tuesday 01 April 2025** at the latest:

Youth MP Selection Confirmation Form:
 https://myd.smartygrants.com.au/YouthMP selection form (available to complete in March 2025)

Following this, MYD will undertake a due diligence process for all nominated Youth MPs.

## Step Two by Thursday 10 April 2025

MYD will notify MPs once the due diligence process has been completed on all nominated Youth MPs, which is expected to be no later than end of day Friday 04 April 2024.

All MPs or their delegated representative are asked to complete the following **by Wednesday 09 April 2025**:

- Send letter via email to the successful candidate with a URL link to 'Youth MP required information online form' (see draft letter at Appendix F)
- If the successful candidate is 16 or 17 years at the close of the Youth Parliament application period (on 28 February 2025), send letter via email to parent / guardian of successful candidate with a URL link to 'Parent / Guardian required online consent form' (see draft letter at Appendix G)
- Send letter to unsuccessful candidates (see draft letter at **Appendix H**)

# **Step Three after Tuesday 23 April 2025**

The Minister for Youth, Hon Matt Doocey intends to announce all successful Youth MPs on Wednesday 23 April 2025. This communication will be shared with you. At this point you will be able to:

 Celebrate your successful Youth MP on your social media platforms and within your community.

#### For assistance

If you have any questions about these steps, please contact the MYD Youth Parliament Project Team at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

# Supporting Youth MPs

## **Youth Development**

"Youth Development is shaped by the 'big picture' and recognises the importance of connectedness of young people. Within that context, we promote strengths-based principles, quality relationships, youth participation and good information."

- Ara Taiohi (peak body for youth development in Aotearoa New Zealand)

The delivery of the Youth Parliament programme aligns with MYD's aim to encourage and support young people to develop and use knowledge, skills, and experiences to participate confidently in their communities. Participation in the Youth Parliament programme as Youth MPs and Youth Press Gallery Members, or through other associated community engagement opportunities to contribute views on topics of interest, are opportunities to realise this.

To support you to facilitate a positive Youth Parliament experience for your Youth MP, there are a range of resources available on the MYD<sup>1</sup> and Ara Taiohi<sup>2</sup> websites.

#### **Pastoral Care**

MYD aims to provide pastoral care for Youth Parliament participants in line with best practice youth engagement practices, with particular care taken during the Youth Parliament two-day event in Wellington, taking place from Tuesday 01 July 2025 to Wednesday 02 July 2025.

We want all Youth Parliament participants to enjoy the event and to get the most out of the experience in a safe, inclusive, and supportive environment, and to return home with positive learnings and memories. A pastoral care framework will be used for the two-day event and provides an escalation process should the needs of Youth Parliament members be outside MYD staff capabilities.

If a Youth MP is aged 16 or 17 years at the close of the Youth MP application period (on Friday 28 February 2025), their parent/guardian will need to complete an online consent form. This is explained in both the letter to the successful candidate and the successful candidate's parent / guardian from the MP (refer **Appendices D and E**).

Some of the key principles that guide MYD's pastoral care work include:

<sup>1 &</sup>lt;a href="https://www.myd.govt.nz/resources-and-reports/engaging-youth-voice.html">https://www.myd.govt.nz/resources-and-reports/engaging-youth-voice.html</a>; <a href="https://myd.govt.nz/documents/resources-and-reports/final-keepin-it-real.pdf">https://myd.govt.nz/documents/resources-and-reports/engaging-youth-voice.html</a>; <a href="https://myd.govt.nz/documents/resources-and-reports/engaging-youth-voice.html">https://myd.govt.nz/documents/resources-and-reports/engaging-youth-voice.html</a>; <a href="https://myd.govt.nz/documents/resources-and-reports/engaging-youth-voice.html">https://myd.govt.nz/documents/resources-and-reports/engaging-youth-voice.html</a>; <a href="https://myd.govt.nz/documents/resources-and-reports/final-keepin-it-real.pdf">https://myd.govt.nz/documents/resources-and-reports/engaging-youth-voice.html</a>; <a href="https://myd.govt.nz/documents/resources-and-reports/final-keepin-it-real.pdf">https://myd.govt.nz/documents/resources-and-reports/final-keepin-it-real.pdf</a>.

<sup>&</sup>lt;sup>2</sup> <u>https://arataiohi.org.nz/resources/</u>

- treating all Youth Parliament participants with equal dignity, respect, courtesy, and fairness
- ensuring the accessibility needs of participants are met
- taking all reasonable steps to keep participants safe and protected from harm
- maintaining a consistently high standard of personal conduct
- being available to participants.

# Appendix A: High-level overview of Youth Parliament 2025 programme timeline

Decei	mber 2024	Janua	ary 2025	Febru	uary 2025	Marc	h 2025	April	2025	May	2025	June	2025	July 2	2025	Augu	st 2025
1		1	1	1 2		1 2		1	MPs to notify MYD of their selected Youth MP	1		1		1	Youth Parliament Two-	1	1
2		2		3	All Youth MP applications open	3	All MPs' selection periods start	2		2		2	King's Birthday	2	Day event at Parliament	2 3	
3		3		4		4		3		3 4		3		3		4	<u></u>
4		4 5		5		5		4	MYD to confirm appointment with MPs	5	Youth MP training sessions commence	4		4		5	
5		6		6	Waitangi Day	6		5		6		5		5		6	
6		7		7		7		7		7		6		7		7	
7		8		8		8		8	1	8		7		8		8	
9		9		10		10		9	MPs to inform candidates of outcome	9		9		9		9	
10		10		11		11		10		10 11		10		10		11	
11		11 12		12		12		11		12		11		11		12	
12	MPs sent MP information pack	13		13		13		12 13		13		12		12 13		13	
13		14		14		14		14		14	I	13		14		14	
14 15		15		15 16		15 16		15		15		14 15		15		15	
16	MP planning & promotion period	16		17		17		16	Youth MPs to complete forms and send to MYD	16		16		16		16 17	
17		17		18		18		17		17 18		17		17		18	
18		18 19		19		19		18	Good Friday	19		18		18		19	
19		20	Wellington anniversary	20		20		19 20		20		19		19 20		20	
20		21		21		21		21	Easter Monday	21		20	Matariki	21		21	
21 22		22		22 23		22 23		22		22		21 22		22		22	1
23		23		24		24		23	Minister for Youth to announce all Youth MPs	23		23		23		23 24	P. Comments
24		24		25		25		24		24 25		24		24		25	E
25		25 26		26		26		25	ANZAC Day	26		25		25		26	
26		27		27		27		26 27		27		26		26 27		27	
27		28		28	All Youth MP applications close	28		28	Youth MP tenure begins	28		27		28		28	
28 29	1	29				29 30		29	Induction sessions commence	29		28 29		29		29	Youth MP tenure ends
30		30				31	All MPs' selection periods ends	30		30		30		30		30 31	
31		31								31				31			

Key:	House sitting / Scrutiny Week	Public holiday / Weekend	School holidays (generic)	MP planning and promotion period	Applications open	Selection period	Participant tenure / community engagement period
------	-------------------------------	--------------------------	------------------------------	----------------------------------	-------------------	------------------	--

## Appendix B: Promotion letter to school/community groups

[Date]

[Principal / name]
[School / Community Group]
[Address] [Postcode]
[CITY]



#### Dear [Principal / name]

#### **Youth Parliament 2025**

The next Youth Parliament will occur in 2025, with Youth members of Parliament (MPs) participating in a tenure programme from Monday 28 April 2025 to Friday 29 August 2025, including attending a two-day Youth Parliament event in Wellington on Tuesday 01 and Wednesday 02 July 2025. The Youth Parliament programme gives young people the opportunity to understand and be a part of the Parliamentary process and connect with their communities. It will be a significant opportunity for up to 123 young people living in Aotearoa New Zealand to gather the views of their peers and bring young peoples' voice to Parliament. Up to 20 young people will report on the activities of Youth MPs as a Youth Press Gallery.

Every MP is selecting a Youth MP to represent their community. I'm seeking applications from interested students from your [school or community group] to be included in my Youth MP selection process for [electorate]. [Include a brief description of selection process, refer to page 9 of this information pack for options].

I'm looking for a young person who is:

- aged 16 18 years old (inclusive) as at Friday 28 February 2025
- active in their community or region, or looking for ways to become active in their community or region
- able to attend Youth Parliament on Tuesday 01 Wednesday 02 July 2025 and commit to the Youth MP tenure, from Monday 28 April 2025 to Friday 29 August 2025 (training will be offered at the beginning of this tenure)
- interested in youth issues, government decision-making processes, and/or social change
- able to seek the views, opinions, and ideas of their peers and represent them at the two-day Youth Parliament 2025 event
- prepared to work within the protocols and behavioural expectations of Youth Parliament 2025.

Like New Zealand Parliament, Youth Parliament will benefit from a range of voices, so I encourage young people with diverse backgrounds, abilities, and identities to step forward.

Pastoral care will be provided, and accessibility requirements, such as NZSL interpretation/translation, will be provided for.

If you have any questions or would like more information on Youth Parliament 2025, please contact the Youth Parliament Project Team at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a> Alternatively, please contact my office on [contact details].

Yours sincerely

[MP name] [MP title]

[Date]

[Name] [Address] [CITY]

# Appendix C: Youth MP application form

You will need to collect this information to provide to MYD

Name	
Date of Birth	
Postal address	
Email address	
Home phone number	
Mobile phone number	
Name of school, university or training provider, community group, or workplace	
Parent/Guardian Inform	ation and consent
	17 years or under as at 28 February 2025 are required to or legal guardian to apply for a role as a Youth MP.
·	section if you are aged 17 years or under as of 28 Guardian will be contacted if your application is
Name of parent / guardiar	
Email address	<b>3</b>
Home phone numbe	r
Mobile phone numbe	-
Supporting Information	

# Appendix D: Youth Parliament Key Messages

- Youth Parliament is a non-partisan youth development programme which has been held every Parliamentary term since 1994.
- The four-month Youth Parliament 2025 programme provides a unique opportunity for young people in Aotearoa New Zealand to gain a first-hand understanding of government decision-making processes.
- The two-day Youth Parliament event will be held at Parliament on Tuesday 01 and Wednesday 02 July 2025.
- The two-day Youth Parliament event aims to replicate aspects of the Parliament experience. The design of the two-day programme is to be agreed but could include sitting on parliamentary working groups, participating in a general debate, and asking oral questions of Ministers.
- Youth Parliament provides MPs with an opportunity to learn about issues affecting young people today, and to understand their aspirations and ideas for moving our nation forward.
- During their tenure, Youth MPs are expected to be active in their communities and to seek to understand the ideas, hopes, and concerns of young people in their area.
- Youth Parliament provides Youth MPs with the opportunity to engage with a wide range of young people and bring their voices to Parliament to be heard.
- Young people interested in being selected as a Youth MP can contact their local electorate or list MP regarding the selection process. Each MP will run a different process, but all Youth MP applications will be open from Monday 03 February and will close on Friday 28 February 2025. MPs are encouraged to post about their application process on their social media channels.

#### Youth Press Gallery

- Up to 20 young people will have the opportunity to participate in Youth Parliament 2025 by becoming a member of the Youth Press Gallery.
- The Youth Press Gallery gain an understanding of the important role the Parliamentary Press Gallery plays in Parliament.
- The Youth Press Gallery will report on the Youth Parliament 2025 programme, including profiling Youth MPs and the activities they engage in during their four-month tenure, and will be on the ground to cover the two-day Youth Parliament event in Wellington.
- Young people interested in applying to the Youth Press Gallery can find out how to apply by visiting www.youthparliament.govt.nz.

## Appendix E: FAQs

#### General

#### When is Youth Parliament 2025 taking place?

 Youth MPs' tenure will run from Monday 28 April to Friday 29 August 2025. The twoday Youth Parliament event will be held on Tuesday 01 July and Wednesday 02 July 2025 at Parliament during parliamentary recess.

#### What is the purpose of Youth Parliament?

- Youth Parliament provides young people an opportunity to participate in the parliamentary process and encourages their ongoing participation in decision-making in a meaningful way.
- Youth Parliament has five objectives:
  - 1. Replicate the Parliamentary process
  - 2. Involve as many young people as possible (before and after the event)
  - 3. Maximise the educational opportunities of the event
  - 4. Enhance Parliamentary public relations
  - 5. Make known the views expressed to appropriate policy agencies.

#### What will happen during Youth Parliament 2025?

- The Youth Parliament programme is more than a two-day event. Youth MPs are appointed for a four-month tenure, from Monday 28 April 2025 to Friday 29 August 2025.
- Examples of activities for Youth MPs during the four-month programme include:
  - online training to prepare for their roles
  - meeting with the MP who selected them
  - participating in local activities in association with the MP who selected them, such as attending local engagements with their MP to experience 'a day in the life' of an MP
  - giving a speech to high school students on the value and importance of voting
  - the opportunity to carry out an individual or group (with other Youth MPs) project on topics/issues of importance to young people
  - researching the topics to be discussed at Youth Parliament, and consulting peers to understand their views
  - reporting back to communities after the two-day event, to close the feedback loop.
- The two-day Youth Parliament event aims to replicate aspects of the Parliament experience. The design of the two-day programme is yet to be finalised but could include sitting on parliamentary working groups on topics of interest, participating in a general debate and asking oral questions of Ministers.

## **Selecting your Youth MP**

#### When do I select my Youth MP?

- The application period will commence on Monday 03 February 2025 and must close on Friday 28 February 2025. Leading up to the application period opening, MPs are encouraged to promote the opportunity within their communities.
- Following the application period, MPs will have from Monday 03 March 2025 until Monday 31 March 2025 to review applications and select a Youth MP. MPs must notify MYD of their preferred candidate by Tuesday 01 April 2025 (at the latest), which is prior to the preferred candidate being notified that they have been successful in their application.

#### What type of process should I undertake to select my Youth MP?

This is entirely up to each MP and a list of suggested options are outlined in this
information pack to assist in deciding on a selection process. We encourage MPs to
undertake an inclusive selection process which allows young people from across their
communities to be involved.

#### How old should my Youth MP be?

The age criteria for Youth MPs is 16 – 18 years as at Friday 28 February 2025
 (inclusive). This event is an ideal opportunity for senior secondary students and young
 people who are active in their community and passionate about youth issues, New
 Zealand Parliament, and/or social change.

#### What if a list MP and an electorate MP both want to select from the same area?

Each List and Electorate MP is asked to select their own Youth MP. List and electorate
MPs selecting a Youth MP from the same electorate are asked to communicate and
work together to avoid any potential confusion. Note that young people wanting to be
Youth MPs should only apply to one MP during the selection process.

#### Can I choose a different process to those suggested in the information pack?

 Yes, the processes outlined in the information pack are only suggestions and MPs are encouraged to be as creative and inclusive as possible in their application and selection process.

#### What support will I receive from MYD during the selection process?

• This information pack provides MPs with resources to assist with the process, including ideas for how to carry out the selection of a Youth MP and key messages that can be used as talking points for announcements or to support MP media releases on the selection process. The information pack includes the contact details of the MYD Team, who are available to answer any questions or assist where required.

#### **Tenure**

#### Have there been any changes to the Youth MP tenure?

- Tenure for 2025 will start on Monday 28 April 2025. This allows Youth MPs time to prepare and engage with their communities before the two-day event, and time after the event before their tenure concludes on Friday 29 August 2025.
- This is a shorter tenure than previous Youth Parliament events. A decision was made
  to reduce the 2025 tenure due to findings from previous evaluations that the full tenure
  period wasn't utilised by many Youth MPs, with many not undertaking community
  engagement or only doing so for a short period of time.

#### What is involved over the tenure period for the Youth MP?

 The tenure adds significant value to the learning and experience that Youth MPs gain from being involved in Youth Parliament. Tenure encompasses Youth MPs preparing for the Youth Parliament event and working in their communities.

#### How involved in my Youth MP's tenure do I need to be?

- MPs are encouraged to actively work with their Youth MP during their tenure. This is a great opportunity for MPs to engage with young people in their communities and seek to understand their views and opinions.
- MYD will also provide support to Youth MPs during tenure to ensure they get maximum benefit from being involved in Youth Parliament.
- MPs are encouraged to meet at least twice with their Youth MP during the tenure period, and to invite the Youth MP to experience 'a day in the life' of an MP.

#### How does MYD support Youth MPs during the tenure?

- MYD will hold online training at the start of the Youth Parliament 2025 tenure to prepare Youth MPs for their roles, including their time at Parliament. Dates are currently being worked through and will be confirmed in due course. MYD will send invites directly to Youth MPs.
- In addition to support provided by MPs during the Youth MP's tenure, MYD will also
  provide them with information and resources to prepare them for their role as Youth
  MPs and can also provide and facilitate connections and key contacts in their
  community as needed.

#### What has been done in the past by MPs to assist Youth MPs during their tenure?

 MPs have worked with their Youth MP in many ways, such as through meeting with them regularly to discuss their views on issues affecting their local community, asking the Youth MP to accompany them to local events, and including them in a local Youth Advisory Group (or using this process as a catalyst to establish a Youth Advisory Group in their electorate or local area).

## **Multi-Party Reference Group**

#### What is the Multi Party Reference Group?

- As Minister for Youth, Hon Matt Doocey is the Minister responsible for Youth Parliament 2025. Minister Doocey has established the Multi Party Reference Group (MPRG) role is to seek their input into aspects of the Youth Parliament 2025 programme and to champion MPs' involvement in the event.
- A member from each political party was invited to the MPRG, as well as a representative from the Parliamentary Press Gallery.
- Members of the Youth Parliament 2025 MPRG are
  - Hon Matt Doocey, Minister for Youth (Chair)
  - o Hon Willow-Jean Prime, Labour Party MPRG representative
  - o Cameron Luxton, ACT Party MPRG representative
  - Jenny Marcroft, NZ First MPRG representative
  - o Francisco Hernandez, Green Party MPRG representative
  - Hana Rāwhiti Maipi-Clarke, Te Pāti Māori MPRG representative
  - Jason Walls, Chair of the Parliamentary Press Gallery

#### **Event Logistics**

# Who pays for the Youth MPs and Youth Press Gallery to attend Youth Parliament 2025?

 MYD administers the two-day event, including provision of travel, meals, and accommodation for all Youth MPs and Youth Press Gallery members. Catering will be provided for all participants during the two-day event in Parliament.

#### How will you accommodate those Youth MPs who aren't from Wellington?

 As in the last few Youth Parliaments, Youth MPs will be accommodated together at a local motel/hotel (venue to be confirmed). MYD staff will chaperone Youth MPs during this time.

#### Do MPs need to attend Youth Parliament 2025?

It is not compulsory for MPs to attend Youth Parliament 2025. However, it is
encouraged that MPs attend to support their Youth MP in-person during the two-day
event, as it enhances their experience. The two-day event is being held during a
Parliamentary recess.

#### How can I be involved in Youth Parliament 2025?

- The four-month tenure provides an opportunity for MPs to work alongside their Youth MP, mentor them, and enhance their understanding of the role of an MP. MPs are encouraged to consider how they can mentor their Youth MP, including through inperson meetings.
- MPs are encouraged to invite their Youth MP to experience 'a day in the life' of an MP.

- At the two-day event in July 2025, any MPs who are in Wellington are encouraged to participate in the Youth Parliament Official Opening and to join their Youth MP at the allocated morning tea and lunch times on both days.
- The two-day programme is being finalised but could include Youth MPs participating in a general debate and asking oral questions of Ministers, which MPs are welcome to observe.

#### **Media and Communications**

# How will the opening of the Youth MP selection process and announcement of Youth MPs be carried out?

 On Monday 18 November 2024, there was a Ministerial announcement of Youth Parliament 2025 which included the application period dates. The Minister for Youth intends to announce the list of all Youth MPs and Youth Press Gallery members on Wednesday 23 April 2025. After this date MPs are encouraged to publicly congratulate their Youth MP and promote them within their communities.

# Will Youth Parliament activities in the Debating Chamber be broadcast live on Parliament TV?

 We have made the decision to remove Parliament TV and Hansard for Youth Parliament 2025 due to resourcing constraints, and to maximise the focus on other aspects of the Youth Parliament programme.

## **Youth Press Gallery**

#### What is the role of the Youth Press Gallery?

• The Youth Press Gallery operates as per the Parliamentary Press Gallery and provides an opportunity for the opinions, concerns, and recommendations of the Youth MPs to be presented to politicians, the Government, and the general public.

#### How is the opportunity to become a member of the Youth Press Gallery promoted?

• MYD will widely promote the opportunity to become a Youth Press Gallery member, with the assistance of the Press Gallery, including writing to journalism schools to let them know about the opportunity.

#### How will the Youth Press Gallery be selected?

While this is to be confirmed with the Press Gallery Chair, below is the proposed draft approach:

- MYD will advertise and manage the application process for the Youth Press Gallery, which will open and close at the same time as the Youth MP recruitment period (Monday 03 February 2025 – Friday 28 February 2025).
- To apply to be a member of the 2025 Youth Press Gallery, interested applicants will be asked to provide the following:
  - a completed application form

- current Curriculum Vitae (CV) including contact details of two referees
- at least two examples of their work with at least one of these being a written piece
- an opinion piece, submitted either in written form (maximum of 500 words) or a video or radio clip (1-2 minutes), on a pre-determined topic.
- A selection panel will select the successful applicants who will be a part of the Youth Press Gallery.

## Appendix F: Letter to successful candidate

[Date]

[Name] [Address] [CITY]



#### Dear [Name]

#### Application to become a Youth MP for Youth Parliament 2025

Thank you for your application to be my Youth Member of Parliament (MP) for Youth Parliament 2025. It gives me great pleasure to let you know that your application was successful. Congratulations!

Youth Parliament is an incredible opportunity and I know you will make the most of your time at Parliament. One of the first things I want to emphasise is that being an MP is first and foremost about being a representative. I encourage you to engage with peers and others in your community during your tenure as a Youth MP (which runs from Monday 28 April 2025 – Friday 29 August 2025) and find out their views on the topics to be discussed, so you can make sure their voices are heard at Youth Parliament 2025.

The overall Youth Parliament programme is led and organised by the Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi. To accept this position, please complete the online form here:

https://myd.smartygrants.com.au/YouthMPInformationSubmissionform to provide MYD with the necessary information. This must be completed by Wednesday 16 April 2025.

If you were aged 16 or 17 years when applications closed (on Friday 28 February 2025), your parent/guardian will also need to complete an online consent form, which I will send directly to them.

Once the required forms are complete, MYD will send you an information pack about Youth Parliament 2025. You will also be emailed an invitation to join the Youth Parliament 2025 Facebook page so you can connect with other Youth MPs and Youth Press Gallery members during your tenure.

The Youth Parliament 2025 event will be a busy two days and preparation will be the key to making the most of your time at Parliament. MYD will be sending you an invitation to an online training session soon which will support you in your role as a Youth MP and assist you to prepare for the two-day event.

Please note, all costs associated with attending the two-day event (including travel, supervised accommodation, meals, and any relevant accessibility requirements) will be covered by MYD and they will provide you with more information on this.

My office will contact you to arrange a time for us to meet before you travel to Wellington in July 2025. Once again, congratulations on being appointed as a Youth MP for Youth Parliament 2025.

Yours sincerely

[MP name] [MP title]

# Appendix G: Letter to parent/guardian of successful candidate (to be sent if the Youth MP is aged 17 years or under as of 28 February 2025)

[Date]

[Name] [Address] [CITY]

#### Dear [Name]

# [Name of Successful applicant] Application to become a Youth MP for Youth Parliament 2025

Following [name of successful applicant]'s recent application to be my Youth Member of Parliament (Youth MP) for Youth Parliament 2025, I'm pleased to inform you as their parent/guardian that I have written to them to advise I have selected them to be my Youth MP.

Youth Parliament is an incredible opportunity and I'm sure you will support [first name of successful applicant] to make the most of their tenure as a Youth MP, which will run from Monday 28 April 2025 to Friday 29 August 2025, which includes a two-day Youth Parliament event at Parliament in Wellington on Tuesday 01 and Wednesday 02 July 2025. All costs associated with [first name of successful applicant] attending the two-day event (including travel, supervised accommodation, meals, and any relevant accessibility requirements) will be covered by the Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi which is the organisation that leads and delivers the overall Youth Parliament programme.

As [first name of successful applicant] was aged 16 or 17 years when applications closed (on 28 February 2025), your consent is needed for them to participate in the Youth Parliament 2025 programme. Please complete this online

form: <a href="https://myd.smartygrants.com.au/YP25">https://myd.smartygrants.com.au/YP25</a> Legal Consent to provide MYD with your consent and other relevant information. This must be completed by Wednesday 16 April 2025. [first name of successful applicant] has also been asked to send their acceptance to MYD via an online form by this date.

If you have any questions about the online consent form process, please contact the MYD team at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>

Once you have provided your consent, MYD will send [first name of successful applicant] further information about their role as a Youth MP and what to expect at the two-day Youth Parliament youth development event, and an invitation to an online training session.

I'd like to convey my congratulations to you and [first name of successful applicant] on their success in being appointed as a Youth MP for Youth Parliament 2025.

Yours sincerely

[MP name] [MP title]

## Appendix H: Letter to unsuccessful candidate

[Date]

[Name] [Address] [CITY]



#### Dear [Name]

#### Application to become a Youth MP for Youth Parliament 2025

Thank you for your application to become my Youth member of Parliament (MP) for Youth Parliament 2025. As an MP, I am inspired by how enthusiastic and passionate the young people in [electorate / area] are to represent our community at Youth Parliament. The calibre of applications I received was overwhelming and I want to congratulate you for your application.

It was a hard decision but on this occasion your application has been unsuccessful. However, I want to encourage you to keep striving to have your voice heard and participating in your community.

I want to make sure that we take your views, and the views of our local community, to Youth Parliament 2025. I encourage you to get in touch with your local Youth MP when they are announced and discuss the topics that are important to you so that they can bring your voice to Parliament.

Yours sincerely

[MP name] [MP title]

#### beheard (YOUTHPARLIAMENT)



From: James Meager (MIN) < J. Meager@ministers.govt.nz>

Sent: Thursday, 1 May 2025 1:10 PM

To: #Ministers All \$9(2)(a) ; #All MPs (excluding Ministers) \$9(2)(a)

Cc: Electorate and Community Office Staff \$9(2)(a)

; All EAs

s9(2)(a); #SPS All s9(2)(a)

Subject: Announcing Youth Parliament 2025 participants

Hi,

I'm pleased to let you know that today I will be officially announcing all 143 Youth Parliament 2025 participants. As you'll be aware, all members of Parliament (MPs) have each selected a young person to participate in the four-month Youth Parliament 2025 programme as Youth MPs. 20 young people have also been selected to participate as the 2025 Youth Press Gallery, with the support of Jason Walls, Parliamentary Press Gallery Chair.

Thank you for your support for Youth Parliament 2025 to date and selecting your Youth MP. If you haven't already, I encourage you to announce your Youth MP through your social media channels and within your communities.

Individual participant profiles will soon be made available later this afternoon on the Ministry of Youth Development (MYD) <u>website</u>. These include Youth MPs' names, their location, and the MP that has selected them, as well as the Youth Press Gallery members' names and locations. All profiles include a short comment from each young person about why they wanted to participate in Youth Parliament 2025, and a photograph. MYD will be letting all Youth MPs know about the announcement and that their profiles have been published.

Participants' tenures have begun. MYD has commenced induction and training with the Youth MPs and Youth Press Gallery members this week. An outline of their training schedule is **attached**.

Please also find **attached** some guidance for you from MYD – Part One: Providing pastoral care support for your Youth MP during their tenure from April – August 2025. In mid-May MYD will send you Part Two: Youth Parliament 2025 Programme, Parliamentary Working Groups & Youth MP Community Engagement. If you have any queries, please contact MYD's Youth Parliament 2025 project team at beheard@youthparliament.govt.nz.

You may be aware that Youth Week 2025 is scheduled to take place from Monday 19 May to Sunday 25 May 2025. During Youth Week, local organisations will be recognising and celebrating young people and those that work with young people by organising a range of youth-focused events. I encourage you to look out for events which you and your Youth MP could attend together so that you can engage with other young people in the community. For more information on Youth Week 2025, visit the Ara Taiohi website.

#### Regards,



#### Office of Hon James Meager

Minister for the South Island Minister for Hunting and Fishing Minister for Youth Associate Minister of Transport

Phone: 04 817 6830

Email: <u>J.Meager@ministers.govt.nz</u> Website: <u>www.Beehive.govt.nz</u> Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

Disclaimer: The information in this email (including attachments) is confidential and may be legally privileged. If an addressing or transmission error has misdirected this email, please notify the author by replying to this email and destroy the message. If you are not the intended recipient, any use, disclosure, copying or distribution is prohibited and may be unlawful.

Please note information about meetings related to the Ministers' portfolios will be proactively released (this does not include personal or constituency matters). For each meeting in scope, the summary would list: date, time (start and finish), brief description, location, who the meeting was with, and the portfolio. If you attend a meeting with the Minister on behalf of an organisation, the name of the organisation will be released. If you are a senior staff member at an organisation, or meet with the Minister in your personal capacity, your name may also be released. The location of the meeting will be released, unless it is a private residence. The proactive release will be consistent with the provisions in the Official Information Act, including privacy considerations. Under the Privacy Act 1993 you have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, or are concerned about the release of your information in the meeting disclosure, please contact the sender. You can read more about the proactive release policy at <a href="https://www.dia.govt.nz/Proactive-Releases#MS">https://www.dia.govt.nz/Proactive-Releases#MS</a>.

# Youth Parliament 2025 Online Training Calendar (as at 30 April 2025)

200	STREAM ONE: Monday April 28	STREAM TWO: Tuesday 29 April	Youth MPs Welcome to Youth Parliament 2025						
E TRAINING ONE	4.30 – 6.00 pm	5:30 – 7.00 pm	Welcome to Youth Parliament 2025 Whanaungatanga Understanding your role  Youth Press Gallery Members Welcome to Youth Parliament 2025 Whanaungatanga Understanding your role						
ONLINE TRAINING ONE	Wednesday 30 April 5:30 – 7.00 pm								
NG .	Monday 05 May 5:00 – 6:00 pm		Youth MPs and Youth Press Gallery Members Parliament 101						
ONLINE TRAINING TWO	Wednesday 07 May 6.00 – 7.00 pm	*	Youth Press Gallery Members  Writing 101: from pitching to publications ethics and the law Photography, film, and visual journalism						
ONLINE TRAINING THREE	<b>STREAM ONE:</b> Monday 26 May 4.00 – 5:30 pm	STREAM TWO: Tuesday 27 May 5:30 – 7.00 pm	Youth MPs How to deliver community engagement Q&A session with PWG subject matter experts						
AT T	Wednesday 28 May 5:30 – 7.00 pm		Youth Press Gallery Members Support for writing and publishing your articles						
RAINING	STREAM ONE: Monday 9 June 4.00 – 5:30pm	STREAM TWO: Tuesday 10 June 5:30 – 7.00 pm	Youth MPs Introduction from Electoral Commission Programme run through, practicalities, questions						
ONLINE TRAINING FOUR	Wednesday 11 June 5:30 – 7.00 pm		Youth Press Gallery Members Introduction from Electoral Commission Programme run-through, practicalities, questions						
NAL	Monday 23 June 4.00 – 5:30 pm		Optional Drop-in session one – all participants  To ask questions about the upcoming two-day event						
OPTIONAL	Tuesday 24 June 5:30 – 7.00 pm		Optional Drop-in session two – all participants To ask questions about the upcoming two-day event						
Z	Monday 30 June		Orientation day and social event						
IN-PERSO EVENT	Tuesday 1 July		Youth Parliament - Day 1						
Z	Wednesday 2 July		Youth Parliament - Day 2						
RAINING	STREAM ONE: Monday 14 July 4.00 – 5:30pm	<b>STREAM TWO:</b> Tuesday 15 July 5:30 – 7.00 pm	Youth MPs Feeding back to your communities Introduction to Evaluation and pulse survey						
ONLINE TRAINING FIVE	Wednesday 16 July 5:30 – 7.00 pm		Youth Press Gallery Members Finalising your work Introduction to Evaluation and pulse survey						
ONLINE TRAINING SIX	STREAM ONE: Monday 11 August 4.00–5:30pm	STREAM TWO: Tuesday 12 August 5:30 – 7.00pm	Youth MPs – Wrap-up & survey feedback						
ONLINE	Wednesday 13 Augu 5:30 –7.00pm	ıst	Youth Press Gallery Members Wrap-up & survey feedback						



# Youth Parliament 2025 – Guidance for MPs

# Part 1: Providing pastoral care support for your Youth MP during their tenure from April – August 2025

[Part 2: Youth Parliament 2025 Programme, Parliamentary Working Groups & Youth MP Community Engagement (due May 2025)]

[Part 3: Youth Parliament 2025 Evaluation & Insights (due July 2025)]

This guidance has been reviewed by the Parliamentary Services Health, Safety and Wellbeing, and Security Enablement teams.

# **Contents**

Background
Providing pastoral care support for your Youth MP
Ensuring a positive youth engagement experience
Considering protocols for community engagement and travel with your Youth M
If issues arise when your Youth MP is at Parliament Buildings
Supporting your Youth MP with their social media management and medienquiries
Emergency contacts and risk escalation plan

# **Background**

This guidance has been developed to provide members of Parliament (MPs) with information to assist in supporting your Youth MP during their tenure, from Monday 28 April to Friday 29 August 2025.

Aligned with this guidance, the Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi is also providing all participants with a series of online induction and training sessions to support them in their roles.

# Providing pastoral care support for your Youth MP

You will be aware that as your Youth MP begins to participate in the Youth Parliament 2025 programme, including engaging with your community, it is important to have considered what reasonable steps you can take to ensure their safety and wellbeing, and prevent any foreseeable risks and/or harm during their tenure.

The key principles of pastoral care are:

- treating all participants with equal dignity, respect, courtesy, and fairness
- ensuring the accessibility needs of participants are met
- taking all reasonable steps to keep participants safe and protected from harm
- participants maintaining a consistently high standard of personal conduct.

# Ensuring a positive youth engagement experience

Youth Parliament 2025 has a focus on youth development which involves supporting your Youth MP in a way that unlocks their potential by empowering them to develop their skills and benefit from new experiences. Further resources on this are provided below.

During your Youth MP's tenure, they will be encouraged to undertake community engagement to gather the voices of other young people in their community.

There are a range of resources available to support positive youth engagement which you might find useful to help guide your Youth MP:

- MYD:
  - https://www.myd.govt.nz/resources-and-reports/engaging-youth-voice.html
  - https://myd.govt.nz/documents/resources-and-reports/final-keepin-itreal.pdf
- Ara Taiohi (youth development peak body):
  - https://arataiohi.org.nz/resources/

Young people have also shared the following tips when seeking to support them:

- Use clear language don't overload with jargon and email attachments. Keep it simple.
- Remove the barriers make the space, style, and timing of the engagement accessible.
- Value their time and provide consistent updates (even if it's to say the process has been delayed).
- Close the feedback loop be transparent and let them know how their input was used, even if the outcome isn't reflective of what they suggested.
- Feed them with knowledge, opportunities, connections, validation of their experiences...and food is good (when engaging face-to-face).

# Considering protocols for community engagement and travel with your Youth MP

You will need to consider what risk assessment is required when a Youth MP is attending an event with you or on their own. This should take into consideration current MP risk assessment protocols. If further advice is required, seek advice from:

Parliamentary Service Security Enablement Team -

s9(2)(a) Parliamentary Service Health, Safety and Wellbeing Team

or

# To ensure your Youth MP is safe and well supported during their community engagements, consider the following aspects:

- Ensure young people feel safe when engaging with the community by checking in with them before/during/after any events.
- Ensure young people are familiar with ethical community engagement principles i.e., demonstrate ethical treatment, respect, and sensitivity understanding the individuals and groups involved in the participation and interacting with them in ethical ways that reflect awareness of their culture, circumstances, and values.
- Ensure that your Youth MP's parent and/or guardian is aware of the planned engagement.
- Ensure young people are picked up and dropped off from all engagements.

• Actively seek out and listen to young people on a regular basis prior to, during, and following travel to help monitor and improve how events are organised and ensure they are as youth-friendly, inclusive, and as safe as possible to enhance young people's meaningful participation. Ask questions such as: What did they enjoy? What did they not enjoy? What could you do differently next time?

#### If you are planning travel with your Youth MP, consider the following aspects:

- Ask your Youth MP in advance about any health, food allergies, religious, or social needs.
- Share information in advance about the logistics of travel times, places, etc.
- Use your judgement when travelling with your Youth MP and consider having an additional adult present during your travels.

# If issues arise when your Youth MP is at Parliament Buildings

If you are at Parliament with your Youth MP prior to the Youth Parliament event on Tuesday 1 July 2025 and a security response is required, call the Control Room emergency line and Parliamentary security staff will be dispatched to respond. Security staff will follow the lead of the MP or staff member involved and assist with de-escalating the situation.

The New Zealand Police may be called if the matter cannot be de-escalated, or the MP or staff member involved requests it.

Parliamentary security staff will intervene, and the New Zealand Police will be called if there is a threat to someone's safety or there is destruction of property.

If there is a medical event, also call the Control Room emergency line can be called. Security staff will be dispatched with a medical bag which contains an AED (Defibrillator) and other First Aid equipment. Depending on the nature of the emergency, an ambulance will be called and escorted to the patient.

- If your Youth MP is in danger while on site at Parliament, they (or you) should contact the Parliament precinct emergency Security line on \$9(2)(a) (Precinct Phones) or \$9(2)(a) (Mobile).
- Other contact phone numbers for security are Control Room general line:
   s9(2)(a) and Security Duty Lead:
   s9(2)(a) and Security Duty Lead:

# Supporting your Youth MP with their social media management and media enquiries

#### Social Media Management

Youth MPs' participation and management of their online presence during their tenure will require them to consider how best to use their social media platforms in a way that safeguards their personal information, and knowledge of some practical steps to take if an issue or risk arises.

Netsafe provides helpful tools and techniques to minimise the risks of experiencing online harm, falling victim to a scam, or where to go for some advice about online issues. Their "tips, guides, and harm prevention resources are designed to empower you with the knowledge and tools you need to navigate the digital world, so that you can experience all of the positive opportunities the internet has to offer".

- The Netsafe helpline is "free, confidential, and non-judgmental providing expert advice and assistance seven days a week". Phone 0508 638 723, or text "Netsafe" to 4282.
- The Netsafe website has a series of guides we'd recommend you share with your Youth MP and their parent and/or guardian. These guides cover a range of platforms such as Facebook, Google, Instagram, Snapchat, Tiktok, WhatsApp, X (formerly Twitter), YouTube, Discord, and Telegram. <a href="https://netsafe.org.nz/social-media-safety">https://netsafe.org.nz/social-media-safety</a>

If issues arise, the following additional support mechanisms are available:

- If threats are made through social media, provide a screen shot of the item and escalate through to Parliamentary Service Security Enablement Team immediately at <a href="mailto:Security.enablement@parliament.govt.nz">Security.enablement@parliament.govt.nz</a>.
- Sighting or receiving something inappropriate, offensive, or illegal online can be upsetting and distressing. It's important to acknowledge and validate any distress with your Youth MP. If they require support, examples of confidential support include the following:

- Lifeline: 0800 543 354

Youthline: 0800 376 633

Tautoko suicide crisis helpline: 0508 828 865

- Need to Talk: Text or call 1737.

#### Media Enquiries

Your Youth MP may be approached directly by media to participate in an interview. We encourage you to ask your Youth MP to inform you if this occurs so that you can provide guidance to them to support their participation. We also ask that you let MYD know about any upcoming interviews so that the team can also offer support to the Youth MP – please email <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>. MYD will also be asking all Youth MPs to keep MYD informed in this regard.

# **Emergency contacts and risk escalation plan**

You need to ensure that you always have the emergency contact details for your Youth MP at hand.

In addition, MPs should discuss and agree the following with their Youth MP:

- Your protocol should an event arise when they are in your care such as a natural disaster, health event, etc.
- A safety management plan that includes situations where a young person feels unsafe or uncomfortable. This should ensure young people can easily and discreetly contact a safe adult.
- If your Youth MP is in immediate danger while in the community, contact the New Zealand Police on 111 immediately.
- If there is a mental health emergency, (i.e., your Youth MP is in immediate danger of harm), call 111 or Mental Health, Addiction and Intellectual Disability Service (MHAIDS) on 0800 745 477.

If you have any questions or require further advice and support for your Youth MP, please contact the Youth Parliament project team at: <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

#### beheard (YOUTHPARLIAMENT)

From: beheard (YOUTHPARLIAMENT)

Sent: Tuesday, 6 May 2025 2:59 pm

To: beheard (YOUTHPARLIAMENT)

Subject: Tenure Pack Part 1 - Pastoral Care

Attachments: Youth Parliament 2025 Youth MP Tenure Pack Part 1 - Pastoral Care.pdf

Objective: -1

#### Kia ora Youth MPs

We hope you enjoyed last nights training delivered by Parliamentary Services on *Parliament 101*. The team are now busy answering everyone's excellent questions and we expect to be able to send you the recording from the last two Youth MP online training sessions, the slide decks, and answers to everyone's questions soon.

Yesterday, we mentioned that we would send out to all Youth MPs the **Tenure Pack One focused on your pastoral care**. Please see attached the document. We would like you to read this document in full and make a note of the procedures you need to follow to keep yourself safe throughout your tenure as a Youth MP.

As always, if you have any questions, your friendly Youth Parliament team are here to help. Simply email us at beheard@youthparliament.govt.nz

Ngā mihi Youth Parliament 2025 Project Team

Ministry of Youth Development – Te Manatū Whakahiato Taiohi Follow us on <u>Facebook</u> Follow us on <u>Instagram</u>

#### www.myd.govt.nz



www.youthparliament.govt.nz



# Youth Parliament 2025 – Guidance for Youth MPs

# Part 1: Pastoral care support for you during your tenure from April – August 2025

[Part 2: Youth Parliament 2025 Programme, Parliamentary Working Groups & Community Engagement (due May 2025)]

[Part 3: Youth Parliament 2025 Evaluation & Insights (due July 2025)]

This guidance has been reviewed by the Parliamentary Services Health, Safety and Wellbeing, and Security Enablement teams.

# Contents

Background	3
Youth Parliament engagement principles	3
Social media management	4
Protocols for community engagement and travel arrangements	5
Emergency contacts and risk escalation plan	5
Media Enquiries	6
If an issue arises when you are at Parliament	6

# Background

This guidance aims to provide you with information to assist in supporting your participation in Youth Parliament 2025 from Monday 28 April to Friday 29 August 2025.

Together with this guide, the Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi is delivering a series of online induction and training sessions to support you as a Youth member of Parliament (MP).

As you begin to participate in the Youth Parliament 2025 programme, it is important to consider what reasonable steps you can take to ensure your safety and wellbeing and prevent any foreseeable risks and/or harm.

We have provided guidance to MPs, sharing similar details on the aspects below, so that MPs and their offices can consider how best to support and assist you during your time on the programme.

During your induction online events, and the Monday 30 June 2025 orientation day, you will continue to be provided with information on key pastoral care elements and protocols.

If you have any questions in respect to this document, please contact the Youth Parliament 2025 Project Team at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

If you are under the age of 18 years, MYD will share this guide with your parent and/or guardian.

# Youth Parliament engagement principles

Youth Parliament 2025 has a focus on applying a youth development approach to supporting all Youth MPs and Youth Press Gallery members. It is important that all participants are able to build on their strengths, learn, and grow. Please remember to follow the engagement principles which have been shared with you during your online induction training. A copy of the engagement principles can be found in Appendix 1 at the end of this document.

During your time participating in the Youth Parliament programme, you will be encouraged to undertake community engagement to gather the voices of other young people in your community, or report on these community engagements. Provided below are links to a range of public resources that are available to you to make the most of your experiences. These links have also been provided to your MP in their guidance:

- MYD:
  - https://www.myd.govt.nz/resources-and-reports/engaging-youth-voice.html
  - https://myd.govt.nz/documents/resources-and-reports/final-keepin-itreal.pdf
- Ara Taiohi (youth development peak body):
  - https://arataiohi.org.nz/resources/

In addition, we have supplied the information below to MPs to support them when they engage with their Youth MP.

To ensure your Youth MP is supported during their tenure:

- "Use clear language don't overload your engagement with your Youth MP with jargon and email attachments. Keep it simple.
- Remove the barriers make the space, style, and timing of the engagement accessible for your Youth MP.
- Value your Youth MPs time and provide consistent updates.
- Close the feedback loop be transparent and let your Youth MP know how their input was used.
- Feed your Youth MP with knowledge, opportunities, connections, validation of their experiences...and food is good (when engaging face-to-face)".

# Social media management

Keeping your personal information safe while you're participating in Youth Parliament is a priority. You also need to know what to do to if an issue or risk arises. Netsafe provide helpful tools and techniques to minimise the risks of experiencing online harm, falling victim to a scam, or where to go for some advice about online issues. Their "tips, guides, and harm prevention resources are designed to empower you with the knowledge and tools you need to navigate the digital world, so that you can experience all of the positive opportunities the internet has to offer".

- The Netsafe helpline is "free, confidential, and non-judgmental providing expert advice and assistance seven days a week". Phone 0508 638 723, or text "Netsafe" to 4282.
- The Netsafe website has a series of guides and we recommend you take the time
  to explore these and share with your parent and/or guardian (where relevant).
  These guides cover a range of platforms such as Facebook, Google, Instagram,
  Snapchat, Tiktok, WhatsApp, X (formerly Twitter), YouTube, Discord, and
  Telegram. <a href="https://netsafe.org.nz/social-media-safety">https://netsafe.org.nz/social-media-safety</a>

If issues arise, the following additional support mechanisms are available:

- If threats are made through social media, provide a screenshot of the item and escalate through to Parliamentary Service Security Enablement Team immediately at \$9(2)(a)
- Sighting or receiving something inappropriate, offensive, or illegal online can be upsetting and distressing. If you require support, examples of confidential support include the following:

Lifeline: 0800 543 354Youthline: 0800 376 633

- Tautoko suicide crisis helpline: 0508 828 865

Need to Talk: Text or call 1737.

# Protocols for community engagement and travel arrangements

Prior to arranging any travel or engaging in direct community events, you should discuss with your MP (and your parent/guardian where relevant) what risks need to be considered. This is both when attending an event with your MP or on your own. You should ask your MP and/or their office for their advice and recommendations prior to travelling with them or engaging with the community.

MPs have access to advice from sources such as the Parliamentary Service Security Enablement Team, or the Parliamentary Service Health, Safety and Wellbeing Team that may be helpful. We have provided the following text to MPs. Please feel free to discuss this directly with them:

"To ensure your Youth MP is safe and well supported during their community engagements, consider the following aspects:

- Ensure young people feel safe when engaging with the community by checking in with them before/during/after any events.
- Ensure young people are familiar with ethical community engagement principles i.e., demonstrate ethical treatment, respect, and sensitivity understanding the individuals and groups involved in the participation and interacting with them in ethical ways that reflect awareness of their culture, circumstances, and values.
- Ensure that your Youth MP's parent and/or guardian is aware of the planned engagement.
- Ensure young people are picked up and dropped off from all engagements.
- Actively seek out and listen to young people on a regular basis prior to, during, and following travel to help monitor and improve how events are organised and ensure they are as youth-friendly, inclusive, and as safe as possible to enhance young people's meaningful participation. Ask questions such as: What did they enjoy? What did they not enjoy? What could you do differently next time?

If you are planning travel with your Youth MP, consider the following aspects:

- Ask your Youth MP in advance about any health, food allergies, religious, or social needs.
- Share information in advance about the logistics of travel times, places, etc.
- Use your judgement when travelling with your Youth MP and consider having an additional adult present during your travels".

# Emergency contacts and risk escalation plan

You need to ensure that you have shared your emergency contact details with your MP and their office. In addition, please discuss and agree with your MP:

• The protocol should an event arise when you are in the care of your MP – such as a natural disaster, health event, etc.

- A safety management plan that includes the actions you will take if a situation arises, and you feel unsafe or uncomfortable. This should ensure you can easily and discreetly contact a safe adult.
- If you are in immediate danger while in the community, contact the New Zealand Police on 111 immediately.
- If there is a mental health emergency, (i.e., you are in immediate danger of harm), call 111 or Mental Health, Addiction and Intellectual Disability Service (MHAIDS) on 0800 745 477.

# (MHAIDS) on 0800 745 477.

# Media Enquiries

You may be approached directly by media. If this occurs, please discuss this with your MP, so that they can provide guidance to you. We also ask that you let MYD know about any upcoming interviews so that the team can also offer support – please email <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

# If an issue arises when you are at Parliament

If you are at Parliament with your MP, prior to the Youth Parliament event, and a security response is required, your MP (or their representative) will provide you with advice and support. Security staff will follow the lead of the MP or staff member involved and assist with de-escalating the situation.

If there is a medical event, security staff will be dispatched with a medical bag which contains an AED (Defibrillator) and other First Aid equipment. Depending on the nature of the emergency, an ambulance will be called and escorted to the patient.

If you are in danger while on site at Parliament, you or your MP (or their representative) should contact the Parliament precinct emergency Security line on \$9(2)(a) (Precinct Phones) or \$9(2)(a) (Mobile).

If you have any questions or require further advice and support, please contact the Youth Parliament project team at: <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>

# Appendix 1: Engagement Principles



## beheard (YOUTHPARLIAMENT)

From: James Meager (MIN) < J.Meager@ministers.govt.nz>

**Sent:** Monday, 26 May 2025 12:16 pm

**To:** #All MPs (excluding Ministers); #Ministers All

Cc: Electorate and Community Office Staff; #SPS All; All EAs; beheard

(YOUTHPARLIAMENT)

**Subject:** Youth Parliament - Guidance for MPs (Part 2) **Attachments:** Youth Parliament MP Guidance - Part 2.pdf

Objective: -1

Hi,

This email contains further guidance on how you can support your Youth MP throughout their tenure.

On 1 May 2025, you were sent a copy of Youth Parliament 2025 Guidance for MPs – Part 1: Providing pastoral care support for your Youth MP during their tenure from April – August 2025.

Please find attached *Part 2: Youth Parliament 2025 Programme Overview, Parliamentary Working Groups and Youth MP Community Engagement* which is the final set of guidance you'll receive in the lead up to the event at Parliament in July.

This document includes an overview of the event – you will receive a formal invitation to accompany your Youth MPs to one of the two evening dinners soon. It would be great to have you there to support your Youth MP if you can make it.

We are now a month into the Youth MPs' tenures and they've all been participating in their online training. As I'm sure you're aware, they are excited about the opportunity and beginning to communicate with their communities, including through social media. Participants have recently been sent a reminder email, copied to their parents and guardians, about expectations of behaviour online and during their community engagements and the need to keep themselves and others safe. For many of these young people, there will be an increased public interest in what they are doing. Please continue to offer your support and guidance on how to manage this.

Participants have also been reminded that Youth Parliament is a non-partisan programme, designed to help develop their knowledge of Parliamentary processes and their confidence and leadership skills. In this programme they are a representative of the young people in their community, rather than any political party. This is something they've been asked to keep in mind in all their activities leading up to and during the event in July.

It would be appreciated if you could please reinforce the above messages with your Youth MP.

As always, if you have any questions about the Youth Parliament 2025 programme, please reach out to my officials at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>.

Regards, Hon James Meager



#### Office of Hon James Meager

Minister for the South Island Minister for Hunting and Fishing Minister for Youth Associate Minister of Transport

Phone: 04 817 6830

Email: <u>J.Meager@ministers.govt.nz</u> Website: <u>www.Beehive.govt.nz</u> Private Bag 18041, Parliament Buildings, Wellington 6160, New Zealand

Disclaimer: The information in this email (including attachments) is confidential and may be legally privileged. If an addressing or transmission error has misdirected this email, please notify the author by replying to this email and destroy the message. If you are not the intended recipient, any use, disclosure, copying or distribution is prohibited and may be unlawful.

Please note information about meetings related to the Ministers' portfolios will be proactively released (this does not include personal or constituency matters). For each meeting in scope, the summary would list: date, time (start and finish), brief description, location, who the meeting was with, and the portfolio. If you attend a meeting with the Minister on behalf of an organisation, the name of the organisation will be released. If you are a senior staff member at an organisation, or meet with the Minister in your personal capacity, your name may also be released. The location of the meeting will be released, unless it is a private residence. The proactive release will be consistent with the provisions in the Official Information Act, including privacy considerations. Under the Privacy Act 1993 you have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, or are concerned about the release of your information in the meeting disclosure, please contact the sender. You can read more about the proactive release policy at <a href="https://www.dia.govt.nz/Proactive-Releases#MS">https://www.dia.govt.nz/Proactive-Releases#MS</a>



# Youth Parliament 2025 – Guidance for MPs

# Part 2: Youth Parliament 2025 Programme Overview, Parliamentary Working Groups and Youth MP Community Engagement

Part 1 (sent to all MPs on 1 May 2025): Providing pastoral care support for your Youth MP during their tenure from April – August 2025

Part 3 (due July 2025): Youth Parliament 2025 Evaluation and Insights

# **Contents**

Background	3
Youth Parliament 2025 Programme Overview	4
Youth MP roles	5
Parliamentary Working Groups (PWGs)	5
Supporting your Youth MP during their community engagement	6
Appendix One: Youth Parliament 2025 Programme Overview	7
Appendix Two: Youth Parliament 2025: Parliamentary Working Group Topics.	8
Appendix Three: Tips and shortcuts to community engagement	0

# Part 2: Youth Parliament 2025 Programme Overview, Parliamentary Working Groups and Youth MP Community Engagement

Youth Parliament 2025 – Guidance for members of Parliament (MPs), Part 2 provides MPs with information to assist in supporting Youth MPs during the inperson event in Wellington, and their participation in Parliamentary Working Groups (PWGs) and related community engagement from May 2025.

This document should be read in conjunction with *Youth Parliament 2025 – Guidance for MPs, Part 1: Providing pastoral care support for your Youth MP during their tenure from April – August 2025.* Part 1 covers:

- pastoral care support for your Youth MP
- ensuring a positive youth engagement experience
- considering protocols for community engagement and travel with your Youth MP
- if issues arise when your Youth MP is at Parliament Buildings
- supporting your Youth MP with their social media management and media enquiries
- emergency contacts and risk escalation plan.

You/your office received Part 1 via email from the Minister for Youth, Hon James Meager, on Thursday 01 May 2025.

# **Background**

Youth Parliament is a non-partisan programme designed to provide an opportunity for participants to learn first-hand about Aotearoa New Zealand's democracy, develop leadership skills, influence decision-making, and have their voices heard.

This guidance has been developed to provide MPs with information to assist in supporting your Youth MP during their tenure, from Monday 28 April to Friday 29 August 2025.

The Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi is also providing all participants with a series of online induction and training sessions to support them in their roles.

## Youth Parliament 2025 Programme Overview

The in-person event in Wellington will commence with an orientation day on Monday 30 June 2025, followed by participation in a range of Parliamentary processes on Tuesday 1 and Wednesday 2 July 2025. During the event Youth MPs will meet various MPs and Ministers, learn more about the role of an MP within Parliament, and participate in activities such as the general debate and question time

The full programme for the in-person event is attached as Appendix One. Key aspects to note include:

## Orientation day - Monday 30 June 2025

- Youth MPs are invited to attend a pohiri in the afternoon held at the Banquet Hall. Te Āti Awa Taranaki Whānui (the local iwi) is working alongside MYD to support participants in this process.
- Guided tours of the Parliament precinct and/or He Tohu (National Library of New Zealand Exhibition) will follow to support participants in deepening their understanding of Parliament and Youth Parliament.
- The Minister for Youth, Hon James Meager will formally welcome participants to Youth Parliament in the evening.
- All MPs will receive a formal invitation to attend one of the two group dinners in the Banquet Hall (either 30 June or 01 July) from MYD at a later date.

#### Day One of Youth Parliament - Tuesday 01 July 2025

- The Opening Ceremony for Youth Parliament 2025 will be held 9.00 -9.45am in the Legislative Council Chamber. The Hon Sir Anand Satyanand, GNZM, QSO, KStJ will be formally opening the event, on behalf of the Governor General, Her Excellency The Rt Hon Dame Cindy Kiro, GNZM, QSO. MPs are welcome to join.
- MPs are welcome to view Youth MPs participating in the general debate.
- MPs are welcome to join participants during morning tea and lunch.
- All MPs will be invited to RSVP their attendance to one of two group dinners in the Banquet Hall (either 30 June or 01 July).

#### Day Two of Youth Parliament – Wednesday 02 July 2025

- MPs are welcome to view participants during the general debate, question time, and PWG presentations.
- MPs are welcome to join participants during the morning tea and lunch, and to hear closing comments from the Minister for Youth.
- Transportation home from 4.15pm onwards.

The Opening Ceremony, the general debate, and question time will be recorded.

#### Youth MP roles

- 80 Youth MPs will participate in the general debate.
- 19 Youth MPs will participate in question time. Confirmation of Ministers' attendance is currently underway.
- All Youth MPs will participate in a PWG (more details below).
- 24 Youth MPs will Co-Chair the PWGs held in the Select Committee rooms.

# **Parliamentary Working Groups (PWGs)**

#### Background

A key feature of previous Youth Parliament programmes has been a mock bill and select committees. However, the Youth Parliament 2022 Evaluation recommended removing the mock bill, following feedback from participants that this was not the best way to teach young people about the legislative process. Participants also described how important it was for them to work on topics young people want to address. Participant's feedback included that they wanted their views on the topics they work on to be provided to relevant government agencies.

To respond to the above feedback, and enhance the programme for Youth Parliament 2025, the mock bill and select committees have been replaced with PWGs.

#### Overview

As Youth Parliament is a non-partisan programme, PWGs aim to replicate Parliamentary cross-party groups, where MPs from across the House can work together towards a common purpose. Twelve PWGs have been established for Youth MPs to work together on topics that are important to them and that are currently being considered within government.

Each Youth MP was provided with information on the twelve different PWG topics available and asked to rank their preferences. The twelve topics are provided for your information in Appendix Two. MYD has assigned Youth MPs to a PWG and will provide them with a comprehensive written briefing on their topic from the responsible government agency.

On either Monday 26 or Tuesday 27 May, each PWG will participate in an information session with the relevant agency, where they will be able to discuss the topic in more detail and ask any questions.

Following this, Youth MPs will be encouraged to engage with other young people in their communities on their topics, from late May to the end of June 2025, and bring their voices to their PWG sessions at Parliament.

On Tuesday 1 July, there are two sessions for PWGs to meet and discuss feedback on their topics. Each PWG will be Co-Chaired by two Youth MPs. On Wednesday 2 July, there will be a presentation session for Co-Chairs to present the key recommendations for their topic to officials from the responsible agency.

# Supporting your Youth MP during their community engagement

To support Youth MPs with their community engagement, MYD has provided them with written guidance and online training about principles for good youth engagement.

We encourage MPs to engage with Youth MPs on their PWG topic, and to actively support them during their community engagement. (Please refer to Part 1 of the Guidance for MPs for further information on providing pastoral care support for your Youth MP during their community engagement).

At the end of May, Youth MPs will also be attending an online training session delivered by MYD and members of the MYD Youth Advisory Group focused on planning for their community engagement. They will receive guidance material with helpful tips to assist in their planning before, during, and after community engagements.

Appendix Three provides some of guidance that has and will be provided to Youth MPs to support their community engagement. We encourage MPs to provide Youth MPs with further guidance and any personal tips around engaging with communities.

# Appendix One: Youth Parliament 2025 Programme Overview

Events which MPs are welcome to attend are highlighted below.

11.00am-1.30pm	Young people arrive in Wellington and check in to accommodation.	Atura Hotel
	Lunch provided	
By 1.30pm	Arrival at Parliament	Through security to the Grand Hall
1.40pm-2.00pm	Introductory briefing	Grand Hall
2.00pm-3.15pm	Pōhiri and afternoon tea	Banquet Hall
3.15pm–5.15pm	Tours of the Parliamentary Precinct and/or He Tohu (National Library of New Zealand Exhibition)	Parliament and National Library
5.30pm	Meet back at the Banquet Hall	Banquet Hall
5.45pm-6.00pm	Formal Welcome from the Minister for Youth and MYD	Banquet Hall
6.15pm- 7.15pm	Dinner *	Banquet Hall
7.15pm– 8.15pm	MYD-led Whakawhānaungatanga activities	Banquet Hall
8.15pm- 8.30pm	MYD final announcements	Banquet Hall
8.30pm	Travel to hotel	Atura Hotel
8.40pm	Participants begin to make their way to own rooms or spend time together in the conference room	Atura Hotel
9.30pm	All participants in their rooms for the night	Atura Hotel

From 7.00am	Breakfast	Atura Hotel
8.00am- 8.25am	Arrival at Parliament	Through security to the Grand Hall
8.30am- 8.45am	Day One notices	Grand Hall
9.00am–9.45am	Formal Opening of Youth Parliament 2025	Debating Chamber/LCC
10.00am–10.15am	Official Youth Parliament 2025 photo	Galleria Stairs
10.15am-10.45am	Morning tea	Grand Hall
11.00am-1.00pm	General Debate Part One	Debating Chamber
1.15pm–2.15pm	Lunch	Banquet Hall
2.30pm-4.30pm	Parliamentary Working Groups (PWG) (Note: afternoon tea provided in rooms)	Select Committee Rooms
4.30pm-5.30pm	Preparation Time for PWG Presentations/Reflection Time	Select Committee Rooms
5.45pm-7.30pm	Youth Parliament Social Event. Dinner and entertainment *	Banquet Hall
7.30pm	Travel to hotel	Atura Hotel
7.40pm	Participants begin to make their way to own rooms, or spend time together in the conference room	Atura Hotel
9.30pm	All participants in their rooms for the night	Atura Hotel

From 7.00am	Breakfast	Atura Hotel
7.55am–8.15am	Arrival at Parliament	Through security to the Grand Hall
8.20am- 8.35am	Day Two notices	Grand Hall
8.45am–10.45am	General Debate Part Two	Debating Chamber
11.00am–11.30am	Morning tea	Grand Hall
11.45am–12.45pm	Question Time	Debating Chamber
1.00pm-2.00pm	Lunch	Banquet Hall
2.15pm-3.45pm	Presentations on PWGs, including Youth Press Gallery questions	Theatrette
3.45pm-4.00pm	Closing comments from the Minister for Youth and MYD Poroporoaki	Theatrette
4.15pm onwards	Transportation home commences	Various

<sup>\*</sup> All MPs will receive an invitation from MYD to attend one of two group dinners in the Banquet Hall, on either Monday 30 June or Tuesday 1 July.

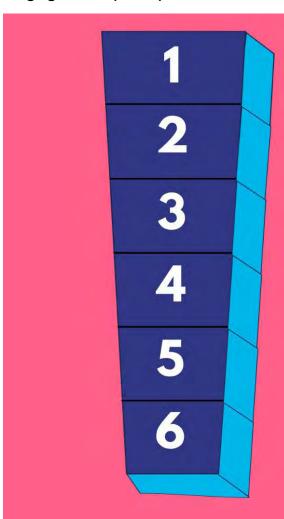
# Appendix Two: Youth Parliament 2025: Parliamentary Working Group Topics

	Parliamentary Working Group Topic	Responsible agency / agencies
Topic 1:	How do you think philanthropic giving – whether that's donating or volunteering - supports local communities? How do we make the most of that giving to create meaningful change for communities?	Department of Internal Affairs – Te Tari Taiwhenua
Topic 2:	How could the education system improve the support it provides to Pacific learners?	Ministry of Education – Te Tāhuhu o te Mātauranga Ministry for Pacific Peoples – Te Manatū mō ngā iwi ō te Moana-nui-ā-Kiwa
Topic 3:	Strengthening education, training, and employment outcomes for disabled young people, including neurodiverse young people.	Ministry of Education – Te Tāhuhu o te Mātauranga Whaikaha – Ministry of Disabled People
Topic 4:	Economics and the environment – How can biodiversity credits be used as an economic tool to improve the environment and provide economic benefit?	Ministry for the Environment – Manatū Mō Te Taiao
Topic 5:	Protecting young people online: What changes do we need to make to better protect young people online? (Protecting young people from the harms of social media and in other digital spaces including cyberbullying, online harassment, online threats, exposure to objectionable material, privacy breaches, the risks of A.I etc.).	Ministry of Justice – Te Tāhū o te Ture Public Health Agency – Te Pou Hauora Tūmatanui
Topic 6:	The 2023/24 New Zealand Gambling Survey (NZGS) found that young people aged 15-24 years make up approximately 25% (26,000 individuals) of moderate- and high-risk gamblers. There is also research to support that problem gambling in adolescence can persist into adulthood, and is strongly linked to financial pressures, family relationship issues, and poorer mental health outcomes. Is what is currently being done to prevent and minimise gambling harm for young people effective, and what more could be done to prevent and minimise gambling harm for young people?	Ministry of Health – Manatū Hauora

Topic 7:	Given that we need to ease the pressure on the housing market by creating more housing, is urban intensification the way to go?  This could consider where there are there other urban development solutions that could be utilised; whether it would it be a good idea to combine urban intensification with rural revitalisation/development, etc; and could also include elements such as Social Housing placements etc.	Ministry of Housing and Urban Development – Te Tūāpapa Kura Kāinga
Topic 8:	Aotearoa New Zealand is reforming its gene technology laws, aiming to end the nearly 30-year ban on genetic modification and genetic engineering outside the lab. The government plans to introduce new legislation and establish a dedicated regulator by the end of 2025. This move is intended to enable the safe use of gene technology and regulated organisms in the country.	Ministry for Primary Industries – Manatū Ahu Matua
	While there are lots of beneficial applications for the technology in the food and fibre sector, we want to know: What should we be doing as a country to ensure we have the right workforce (i.e. right skills and capabilities) to make the most of the GeneTech regulatory changes?	
Topic 9:	State of Caring: How could Aotearoa New Zealand better prepare to address the growing population of carer support that will be required in the future?	Ministry of Social Development – Te Manatū Whakahiato Ora
Topic 10:	Given population ageing and other important trends expected to take place over the next 25 years, how should future governments approach retirement income policy and other social spending?	Retirement Commission – Te Ara Ahunga Ora
Topic 11:	How can government organisations (e.g. Health, Education, Oranga Tamariki etc.) use sport and physical activity to improve the lives of young people?	Sport New Zealand – Ihi Aotearoa
Topic 12:	What are the key barriers to the widespread adoption of te reo Māori in Aotearoa, and how can these be systematically addressed?	Te Puni Kōkiri – Ministry for Māori Development

# Appendix Three: Tips and shortcuts to community engagement

Engagement principles



# No cancelling

You may question someone's argument or opinion, but not their worth as a human.

# Share the mic

If you've been participating a lot, or have a lot to say, step up and step back. Give other voices a chance to speak too.

# Ask for permission Everyone has different boundaries around discussing

Everyone has different boundaries around discussing sensitive issues, be respectful of them.

# Be curious

Bring questions, not assumptions, because not everyone will share the same views, experiences, and values as you do.

# Set your boundaries

Be mindful and self-aware of your limits and/or capacity for engagement.

# Love not knowing

This is a place for dialogue, discovery, learning, and growing, not experts.

# Key considerations



# Other tips and tricks



#### · Piggyback off existing networks, events and engagements

- · Think about the networks you identified
- · Are there any upcoming gatherings coming
- · Where possible. use the resources and networks of your MP.



# Go to youth- don't TIP: Go to youth expect them to come to you If running an

- event/ engagement be aware of workload and barriers to get attendance
- · Think about online vs in-person engagement how can social media help you.



TIP: Work with the willing

#### · Don't force people to engage with you

 Connect with the likeminded - e.g. community action groups and local media interested in your topic.



system

support

good

O

Build

TIP:

#### · Think about who you can ask to help you:

- · Approach and engage with certain groups safely e.g. cultural considerations and translation for language barriers
- Capture the voices of your community e.g. co-facilitate and note taking
- · Ask your MP what kind of support they can provide.



social media

Use

TIP:

## email · Consider setting up specialised email and social media accounts and

- · An advantage of doing this, keeps all your personal emails and information separate
- It can be an online engagement platform to promote your engagements, do polls and facilitate feedback loops.

## Page | 11



# Some things to consider



Focus on what's important – you don't have to represent all interests, focus on what is important to you and your community.



Know your audience — understand their preferences, what are their interests, what will and wont they do. How can you be relatable and make the topic relevant to this community.



Know yourself — be mindful of where you have come/your lived experiences. How may this shape what you hear and how others interact with you?



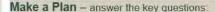
Be aware of the cultural settings/tikanga of different communities — make sure you know/check the tikanga of these communities so you can be respectful and appreciative of their time.

**TIP:** Be mindful of your own biases and the biases of others e.g. self-selection bias — when participants voluntarily choose to participate in a study or program group rather than being randomly selected into one. This can lead to a biased sample that may only represent part of the population, as those who choose to participate may differ systematically from those who do not.



# TLDR – Key Tips!





- Who What are the demographics of young people in your community?
  - Are there particular groups of young people especially impacted by the topic?
  - TIP: don't reinvent the wheel identify existing networks in your life and wider community!
- How Think about which engagement methods will work.
  - What types of data will they give you?
     Qualitative or quantitative?
  - How will you let young people know how to have their say?
  - · What resources/support will you need?
- Where Online vs In-person.
  - · think about accessibility for both options.
  - TIP: Go to youth! Consider the needs of rural vs urban communities.
- When Start early plan realistic milestones.
  - Be consistent so the work is incremental and manageable.
  - Stick to the plan if you pivot make sure you have enough time.



# Take notes and encourage participants to write ideas – it's helpful to take notes during an engagement so you can reflect on what was said afterwards. • TIP: build a support system – it might

- be helpful to recruit a friend to be a designated note taker for you.
- Listen for common themes What are the ideas that come up often in the engagement?
- Link ideas together Weave ideas that sound similar together to find relationships and themes. Take note of similarities and differences
- Cause and effect Identify if what is being discussed is an underlying cause of something or a symptom / effect of it.
- Note participant reactions -Paying attention to participant reactions (body language, verbal or non-verbal agreement or disagreement) can help you identify key takeaway points from the engagement.
- Listen for quotes Capturing a few quotes from young people can be powerful when communicating key themes to policy-makers.
- Check your understanding –share back what you have heard during the engagement to check you captured / understood what participants were trying to share.
- Check in on participants make sure they are ok. They may be triggered by topics – share support resources.



#### Theming - theme up the notes you took from your engagements.

- Write up the top themes and see what quotes you have related to each theme.
- Summarise- Based on what the themes are, summarise the three most important messages.
  - Take these notes to parliament to present at PWG.
  - You might want to compare your themes to others in your PWG.
- Closing feedback loops it's important to share how community input was used and helped shape the recommendations made to decision-makers.
  - You may want to summarise what you heard during your engagements.
  - Share this back with participants so they can see their contributions directly reflected
  - TIP: consider making a separate email/social media accounts- This keeps your personal emails and information separate. Can also be used as a platform to promote your engagements, do polls and facilitate feedback loops.

#### beheard (YOUTHPARLIAMENT)

From: beheard (YOUTHPARLIAMENT)

Sent: Friday, 30 May 2025 8:09 am

To: beheard (YOUTHPARLIAMENT)

**Subject:** One month to go Youth MPs - important notices!

**Attachments:** Youth Parliament Online Training Three Youth MP.pdf; Youth Parliament 2025

Youth MP Tenure Pack Part 1 - Pastoral Care.pdf; Youth Parliament 2025 - Guidance

for Youth MPs - Part 2.pdf

Kia ora Youth MPs

We hope you enjoyed meeting with your SMEs at this week's training sessions. Below is information about the Programme and other important updates.

#### Pack 2 - Programme Overview, Parliamentary Working Groups and Community Engagement

<u>Attached</u> is Guidance for Youth MPs – Part 2. You'll find the Programme for the Wellington event from 30 June to 2 July in here plus lots of useful information on Parliamentary Working Groups and community engagement. Your MPs have been sent this too.

This pack follows on from Part 1 – Pastoral Care, which we've <u>reattached</u> for easy reference.

#### **Contact from the Youth Press Gallery**

As advised in our email last Thursday, we've passed on your email to the Youth Press Gallery member or members who'll be focusing on your Parliamentary Working Group topic, so they can get in touch with you to start writing about you and your community engagements.

#### **Parliamentary Working Group topic brief**

On 22 May we sent out a topic brief for your Parliamentary Working Group topic which has all the information you need to know about your topic and should help you out when engaging with other young people in your community on the topic. If you haven't got it, have a check in your spam folder. Otherwise email us at BeHeard@youthparliament.govt.nz and we'll resend it to you.

#### **Flights**

As indicated in the online training sessions earlier this week, your travel has been booked, based on the information you've provided us. Itineraries will be sent out in the next couple of weeks. If you're based out of Wellington you'll be travelling on the morning of 30 June and travelling home in the evening of Wednesday 2 July (unless you have advised us otherwise). Any requests for changes to your flights, will be at your own cost.

#### Training sessions recordings and slides

For easy reference, please find below the recordings for training sessions.

- Online Training One Youth MPs Monday 28 April is <u>here</u>
- Online Training Two Parliament 101 Monday 5 May (YPG/YMP) is here.
- Online Training Three How to deliver community engagement and Q&A session with PWG subject matter experts - Monday 26 and 27 May – not recorded. <u>Slides attached</u>

We're also preparing Q&A's from the SME from Online Training Three to send out to you.

Please note that we have copied your parent and/or guardian into this email so that they are aware of this information too. As always, if you have any questions, your friendly Youth Parliament team are here to help. Simply email us at <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a>

Ngā mihi Youth Parliament 2025 Project Team

Ministry of Youth Development – Te Manatū Whakahiato Taiohi Follow us on <u>Facebook</u> Follow us on <u>Instagram</u>

www.myd.govt.nz



www.youthparliament.govt.nz



# Youth Parliament 2025 Guidance for Youth MPs

Part 2: Youth Parliament 2025 Programme Overview, Parliamentary Working Groups, and Youth MP Community Engagement

Part 1: Pastoral care support for you during your tenure from April – August 2025 (sent to all Youth Members of Parliament [MPs] on 06 May 2025)

Part 3: Youth Parliament 2025 Evaluation and Insights (due July 2025)

# **Contents**

Background	3
Youth Parliament 2025 Programme Overview	3
Inviting family to watch	5
Youth MP roles	5
Parliamentary Working Groups	5
PWG community engagement	6
PWGs at the Youth Parliament 2025 in-person event	6
Maximising social media	6
Appendix One: Youth Parliament 2025 Programme Overview	8
Appendix Two: Youth Parliament 2025: Parliamentary Working Group Topics.	9
Appendix Three: Programme engagement principles	1
Appendix Four: Template for theming community engagements	2

# Part 2: Youth Parliament 2025 Programme Overview, Parliamentary Working Groups, and Youth MP Community Engagement

Youth Parliament 2025 – Guidance for Youth MPs, Part 2, provides you with information to assist in supporting you during the in-person event in Wellington, and your participation in Parliamentary Working Groups (PWGs) and related community engagement from June 2025.

You received Part 1 via email from <a href="mailto:beheard@youthpariament.govt.nz">beheard@youthpariament.govt.nz</a> on Tuesday 06 May 2025.

Part 1: Pastoral care support for you during your tenure from April – August 2025 covered:

- Youth Parliament engagement principles
- supporting a positive youth engagement experience
- supporting you with your social media management and media enquiries
- protocols for community engagement and travel arrangements
- emergency contacts and risk escalation plan
- if issues arise when you are at Parliament Buildings.

## **Background**

Youth Parliament is a non-partisan (without bias to any political group) youth development programme designed to provide an opportunity for young participants to learn first-hand about Aotearoa New Zealand's democracy, develop leadership skills, influence decision-making, and have their voices heard.

This guidance has been developed to provide you with information to assist in supporting you during your tenure, from Monday 28 April to Friday 29 August 2025.

The Ministry of Youth Development (MYD) – Te Manatū Whakahiato Taiohi is providing all participants with a series of online induction and training sessions to support you in your roles.

# **Youth Parliament 2025 Programme Overview**

The in-person event in Wellington will commence with Orientation Day on Monday 30 June 2025, followed by participation in a range of Parliamentary processes on Tuesday 01 and Wednesday 02 July 2025. During the event, you will have an opportunity to engage with MPs and Ministers and learn more about the role of an MP within Parliament.

The full programme for the in-person event is attached as Appendix One. Key aspects to note include:

## Orientation Day - Monday 30 June 2025

- Youth MPs will all receive an email from the Ministry of youth Development (MYD) – Te Manatū Whakahiato Taiohi on Thursday 29 May 2025 about their travel arrangements for the in-person event.
- Youth Parliament 2025 will officially start with a pōhiri in the afternoon, at the Banquet Hall in Parliament. Te Āti Awa Taranaki Whānui (the local iwi) and MYD will support participants in this process.
- All participants will be offered guided tours of the Parliament precinct and He Tohu (National Library of New Zealand Exhibition) to support to deepen their understanding of Parliament and Youth Parliament.
- The Minister for Youth Hon James Meager will formally welcome participants to Youth Parliament in the evening.

#### Day One of Youth Parliament - Tuesday 01 July 2025

- The Opening Ceremony for Youth Parliament 2025 will be held 9.00-9.45am in the Legislative Council Chamber. The Hon Sir Anand Satyanand, GNZM, QSO, KStJ, former Governor General, will be formally opening the event on behalf of the Governor General, Her Excellency The Rt Hon Dame Cindy Kiro, GNZM, QSO.
- MPs will be invited to view Youth MPs participating in the general debate, join participants during morning tea and lunch, and attend a group dinner in the Banquet Hall (either Monday 30 June or Tuesday 01 July 2025).
- You will work together in your PWG groups, supported by subject matter experts from government agencies, to decide the key recommendations on your topic.

#### Day Two of Youth Parliament - Wednesday 02 July 2025

- MPs will be invited to view Youth MPs participating in the general debate and question time, as well as join participants during morning tea and lunch, and to hear closing comments from the Minister for Youth.
- Youth MPs will participate in the report back sessions on their PWG topics.
   Ministers and agency senior leaders responsible for PWG portfolios will be invited to listen to the report back.
- All participants will be present in the House to hear the PWG Co-Chairs reporting back from their PWG sessions.
- Transportation home from 4.15pm onwards.

Please note: the Opening Ceremony, general debate, and question time will be recorded. A small group of Youth Parliament participants are also taking part in a photography-based evaluation method named Photovoice and so may ask for your permission to take a photo of you across the three days.

# Inviting family to watch

If you would like to invite your family to attend one of the following events at Parliament, they can reserve a seat by following this link: <u>Youth Parliament Tickets</u>, <u>Multiple Dates | Eventbrite</u>

- Opening Ceremony of Youth Parliament 2025 (09:00am-09:45am; Tuesday 01 July 2025)
- General debate (11:00am-1:00pm; Tuesday 01 July 2025)
- General debate (08:45am 10:45am; Wednesday 02 July 2025)
- Question time (11:45am 12:45pm; Wednesday 02 July 2025)

When family members arrive, they will sign in at reception and be instructed on how to find the Debating Chamber. For the Opening Ceremony, a staff member will escort family members to the Legislative Council Chamber from reception.

#### Youth MP roles

The 123 Youth MPs have been allocated a leadership role during Youth Parliament, as follows:

- 80 Youth MPs will participate in the general debate.
- 19 Youth MPs will participate in question time (Confirmation of which Ministers of the Crown will attend is currently underway).
- All Youth MPs will participate in a PWG held in the Select Committee rooms (more details below).
- 24 Youth MPs will Co-Chair the PWGs.

Youth MPs will be advised which role they have been selected by the Youth Parliament 2025 project team.

# **Parliamentary Working Groups**

#### Overview

As Youth Parliament is a non-partisan (without bias to any political group) programme, PWGs aim to replicate Parliamentary cross-party groups, where MPs from across the House can work together towards a common purpose. A total of 12 PWGs have been established for Youth MPs to work together on topics that are important to them and that are currently being considered within government.

Each Youth MP has been assigned to a PWG based on their preferences, provided with a written briefing on their topic from the responsible government agency, and invited to a training session on either Monday 26 or Tuesday 27 May 2025 to meet with officials from the government agency and ask any questions about the topic. All the PWG topics and their responsible agency can be found in Appendix Two. If you have not yet received your PWG briefing, please email beheard@youthparliament.govt.nz. If you were unable to attend the training session and / or have any questions about the topic, please get in touch and the

Youth Parliament 2025 project team will pass them onto the relevant government agency to answer.

# **PWG** community engagement

You are encouraged to engage with other young people in your communities on your PWG topic throughout June 2025, and bring their voices to your PWG session at Parliament. The topic briefing you received contains example questions you can ask young people in your community. However, these are just a guide, and we encourage you to focus your attention on parts of the topic that appeal to you and your community.

To support you during your community engagement, MYD has provided you with written guidance and online training about principles for good youth engagement.

The online training sessions on Monday 26 and Tuesday 27 May 2025, also provide information to support you to plan for your community engagement with the support of members of the MYD Youth Advisory Group. The guidance they provided built on the engagement principles for the programme (Appendix Three). You should have received the slide deck from this online training which provides a number of helpful tips to assist in your planning before, during, and after community engagements.

We have encouraged MPs to engage with you on your PWG topic, and to actively support you during your community engagement by providing further guidance and any personal tips around engaging with communities. To help you theme the insights from your community engagements, we have attached a template to help you as Appendix Four.

# PWGs at the Youth Parliament 2025 in-person event

On Tuesday 01 July, there are two sessions for PWGs to meet and discuss community feedback on their topics and prepare recommendations based on that feedback for responsible government agencies.

Each PWG will be Co-Chaired by two Youth MPs. On Wednesday 02 July, there will be a presentation session for Co-Chairs to present the key recommendations for their topic to Ministers, and agency senior leaders responsible for PWG portfolios will be invited to listen to the report back.

# Maximising social media

You may wish to use social media as part of your community engagement or to celebrate your role as a Youth MP. Social media is a powerful tool to share news and provides one way to share your story and Youth Parliament 2025 experience with a wide audience. It also comes with some risks.

Before posting, stop to think how you might feel sharing what you are saying with your teacher, parent/guardian, or someone in your community. Before you make

any comment or post, consider how you may feel if you were someone else reading what you have posted.

We have provided some tips below that you can consider for keeping yourself safe, acting appropriately, and maximising the potential benefits of using social media:

- 1. Use images. People are drawn to pictures and videos more than just words on a page. Make sure the images you post look professional and high quality.
- 2. Share links, like or follow people and companies that post information that will interest your audience and are relevant to Youth Parliament.
- 3. Be aware you are personally liable as the original poster for 'liking' or passing on defamatory or other legally dubious statements, photos, or content. Always pause before posting to consider whether what you are sharing is factually accurate and does not put you at risk.
- 4. Double-check all your posts are accurate, report the facts, remain fair, and record what is said.
- 5. Before posting, edit/proofread your comments to make sure everything is grammatically correct and spelt correctly. It can be helpful to have someone proofread what you have written.
- 6. Think about who your target audience is. Frame your content and the language you use to engage them and capture their attention with impactful headlines.
- 7. Try make posts fresh, snappy, and engaging. Consider using questions to encourage people to engage/respond to your content.
- 8. Use a range of different social media platforms to get your content across a wider audience.
- 9. If you have a concerns or a complaint about an aspect of the Youth Parliament 2025 programme or your role as a Youth MP, we encourage you to get in touch with the project team via the <a href="mailto:beheard@youthparliament.govt.nz">beheard@youthparliament.govt.nz</a> email so that we can help resolve the issue, rather than posting your concerns on social media which may not be an appropriate channel.

# Appendix One: Youth Parliament 2025 Programme Overview

Events which MPs are welcome to attend are highlighted below.

11.00am-1.00pm	Young people arrive in Wellington and check in to accommodation.  Lunch provided	Atura Hotel
By 1.30pm	Arrival at Parliament	Through security to the Grand Hall
1.40pm-2.00pm	Introductory briefing	Grand Hall
2.00pm-3.15pm	Põhiri and afternoon tea	Banquet Hall
3.15pm-5.15pm	Tours of the Parliamentary Precinct and He Tohu (National Library of New Zealand Exhibition)	Parliament and National Library
5.30pm	Meet back at the Banquet Hall	Banquet Hall
5.45pm-6.00pm	Formal Welcome from the Minister for Youth and MYD	Banquet Hall
6.15pm- 7.15pm	Youth Parliament Social Event & Dinner*	Banquet Hall
7.15pm- 8.15pm	MYD-led Whakawhānaungatanga activities	Banquet Hall
8.15pm- 8.30pm	MYD final announcements	Banquet Hall
8.30pm	Travel to hotel	Atura Hotel
8.40pm	Participants begin to make their way to own rooms or spend time together in the conference room	Atura Hotel
9.30pm	All participants in their rooms for the night	Atura Hotel

From 7.00am	Breakfast	Atura Hotel
8.00am-8.25am	Arrival at Parliament	Through security to the Grand Hall
8.30am-8.45am	Day One notices	Grand Hall
9.00am-9.45am	Formal Opening of Youth Parliament 2025	Debating Chamber/Legislative Council Chamber
10.00am-10.15am	Official Youth Parliament 2025 photo	Galleria Stairs
10.15am-10.45am	Morning tea	Grand Hall
11.00am-1.00pm	General Debate Part One	Debating Chamber
1.15pm-2.15pm	Lunch	Banquet Hall
2.30pm-4.30pm	Parliamentary Working Groups (PWG) (Note: afternoon tea provided in rooms)	Select Committee Rooms
4.30pm-5.30pm	Preparation Time for PWG Presentations/Reflection Time	Select Committee Rooms
5.45pm-7.30pm	Youth Parliament Social Event & Dinner*	Banquet Hall
7.30pm	Travel to hotel	Atura Hotel
7.40pm	Participants begin to make their way to own rooms, or spend time together in the conference room	Atura Hotel
9.30pm	All participants in their rooms for the night	Atura Hotel

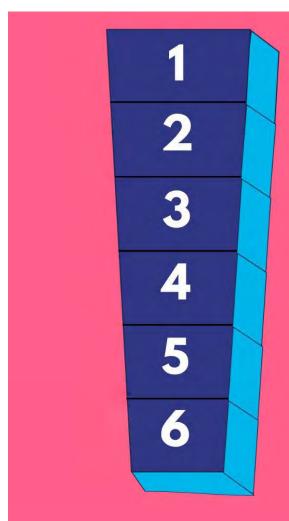
Youth Parliament Day Two: Wednesday 02 July 2025			
From 7.00am	Breakfast	Atura Hotel	
7.55am-8.15am	Arrival at Parliament	Through security to the Grand Hall	
8.20am-8.35am	Day Two notices	Grand Hall	
8.45am-10.45am	General Debate Part Two	Debating Chamber	
11.00am-11.30am	Morning tea	Grand Hall	
11.45am-12.45pm	Question Time	Debating Chamber	
1.00pm-2.00pm	Lunch	Banquet Hall	
2.15pm-3.45pm	Presentations on PWGs, including Youth Press Gallery questions	Banquet Hall	
3.45pm-4.00pm	Closing comments from the Minister for Youth and MYD Poroporoaki	Banquet Hall	
4.15pm onwards	Transportation home commences	Various	

# Appendix Two: Youth Parliament 2025: Parliamentary Working Group Topics

	Parliamentary Working Group Topic	Responsible agency/agencies
Topic 1:	How do you think philanthropic giving – whether that's donating or volunteering - supports local communities? How do we make the most of that giving to create meaningful change for communities?	Department of Internal Affairs — Te Tari Taiwhenua
Topic 2:	How could the education system improve the support it provides to Pacific learners?	Ministry of Education — Te Tāhuhu o te Mātauranga Ministry for Pacific Peoples — Te Manatū mō ngā iwi ō te Moana-nui-ā-Kiwa
Topic 3:	Strengthening education, training, and employment outcomes for disabled young people, including neurodiverse young people.	Ministry of Education – Te Tāhuhu o te Mātauranga Whaikaha – Ministry of Disabled People
Topic 4:	Economics and the environment – How can biodiversity credits be used as an economic tool to improve the environment and provide economic benefit?	Ministry for the Environment – Manatū Mō Te Taiao
Topic 5:	Protecting young people online: What changes do we need to make to better protect young people online? (Protecting young people from the harms of social media and in other digital spaces including cyberbullying, online harassment, online threats, exposure to objectionable material, privacy breaches, the risks of A.I etc.).	Ministry of Justice – Te Tāhū o te Ture Public Health Agency – Te Pou Hauora Tūmatanui
Topic 6:	The 2023/24 New Zealand Gambling Survey (NZGS) found that young people aged 15-24 years make up approximately 25% (26,000 individuals) of moderate- and high-risk gamblers. There is also research to support that problem gambling in adolescence can persist into adulthood, and is strongly linked to financial pressures, family relationship issues, and poorer mental health outcomes. Is what is currently being done to prevent and minimise gambling harm for young people effective, and what more could be done to prevent and minimise gambling harm for young people?	Ministry of Health – Manatū Hauora

Given that we need to ease the pressure on the housing market by creating more housing, is urban intensification the way to go?  This could consider where there are there other urban development solutions that could be utilised; whether it would it be a good idea to combine urban intensification with rural revitalisation/development, etc; and could also include elements such as Social Housing placements etc.	Ministry of Housing and Urban Development – Te Tūāpapa Kura Kāinga
Aotearoa New Zealand is reforming its gene technology laws, aiming to end the nearly 30-year ban on genetic modification and genetic engineering outside the lab. The government plans to introduce new legislation and establish a dedicated regulator by the end of 2025. This move is intended to enable the safe use of gene technology and regulated organisms in the country.  While there are lots of beneficial applications for the technology in the food and fibre sector, we want to know: What should we be doing as a country to ensure we have the right workforce (i.e. right skills and capabilities) to make the most of the GeneTech regulatory changes?	Ministry for Primary Industries – Manatū Ahu Matua
State of Caring: How could Aotearoa New Zealand better prepare to address the growing population of carer support that will be required in the future?	Ministry of Social Development – Te Manatū Whakahiato Ora
Given population ageing and other important trends expected to take place over the next 25 years, how should future governments approach retirement income policy and other social spending?	Retirement Commission – Te Ara Ahunga Ora
How can government organisations (e.g. Health, Education, Oranga Tamariki etc.) use sport and physical activity to improve the lives of young people?	Sport New Zealand – Ihi Aotearoa
What are the key barriers to the widespread adoption of te reo Māori in Aotearoa, and how can these be systematically addressed?	Te Puni Kōkiri – Ministry for Māori Development
	housing, is urban intensification the way to go?  This could consider where there are there other urban development solutions that could be utilised; whether it would it be a good idea to combine urban intensification with rural revitalisation/development, etc; and could also include elements such as Social Housing placements etc.  Aotearoa New Zealand is reforming its gene technology laws, aiming to end the nearly 30-year ban on genetic modification and genetic engineering outside the lab. The government plans to introduce new legislation and establish a dedicated regulator by the end of 2025. This move is intended to enable the safe use of gene technology and regulated organisms in the country.  While there are lots of beneficial applications for the technology in the food and fibre sector, we want to know: What should we be doing as a country to ensure we have the right workforce (i.e. right skills and capabilities) to make the most of the GeneTech regulatory changes?  State of Caring: How could Aotearoa New Zealand better prepare to address the growing population of carer support that will be required in the future?  Given population ageing and other important trends expected to take place over the next 25 years, how should future governments approach retirement income policy and other social spending?  How can government organisations (e.g. Health, Education, Oranga Tamariki etc.) use sport and physical activity to improve the lives of young people?  What are the key barriers to the widespread adoption of te reo Māori in Aotearoa,

# **Appendix Three: Programme engagement principles**



# No cancelling

You may question someone's argument or opinion, but not their worth as a human.

# Share the mic

If you've been participating a lot, or have a lot to say, step up and step back. Give other voices a chance to speak too.

# Ask for permission Everyone has different boundaries around discussing

Everyone has different boundaries around discussing sensitive issues, be respectful of them.

# Be curious

Bring questions, not assumptions, because not everyone will share the same views, experiences, and values as you do.

# Set your boundaries

Be mindful and self-aware of your limits and/or capacity for engagement.

# Love not knowing

This is a place for dialogue, discovery, learning, and growing, not experts.

# **Appendix Four: Template for theming community engagements**

# Youth Parliament Engagement Notes and Theming

Below are some helpful tips for things to think about before, during, and after your engagements. On the second page there is a template you can use to summarise information and insights gathered during your engagements.

#### <u>Before</u> you start your engagement:

- Explain what the engagement is about, what kinds of questions you will be asking, and how you will be using their input.
- Explain that participation is voluntary and they can leave at any time.
- Explain the information you collect will be anonymised and no personal information about participants (i.e. names) will be included in the notes.
- Ask if they have any questions before starting the engagement.

#### Guidance to help you summarise what you hear <u>during</u> engagements:

- Take notes and encourage participants to write ideas it's helpful to take notes during an engagement so you can reflect on what was said afterwards. If you are facilitating an engagement, it might be helpful to recruit a friend to be a designated note taker for you. You can also encourage participants to share their ideas in writing (post-it notes, on paper) during an engagement so that you can reflect on what they wrote afterwards.
- Listen for common themes What are the ideas that come up often in the engagement? Listen for similarities and differences and take note of both.
- Link ideas together Weave ideas that sound similar together to find relationships and themes.
- Cause and effect Identify if what is being discussed is an underlying cause of something or a symptom / effect of it.
- Note participant reactions -Paying attention to participant reactions (body language, verbal or non-verbal agreement or disagreement) can help you identify key takeaway points from the engagement.
- Listen for quotes Capturing a few quotes from young people can be powerful when communicating key themes to policy-makers.
- Check your understanding Read / share back what you have heard during the engagement to check you captured / understood what participants were trying to share. You can do this throughout an engagement as well as at the end of the engagement.

#### Closing feedback loops <u>after</u> engagements:

Once you have engaged with your community, it is important to share how their input was used and helped shape the recommendations made to decision-makers. You may want to create a short-written summary, video explainer, or something else that summarises what you heard during your engagements. You can then share this back with participants so they can see their contributions directly reflected. See the template below for what a written summary of an engagement could look like.

	Theming and notes template for Youth MPs		
Name of Youth MP:			
Engagement details:	Description of engaged young people:		
Date:	(This could include the number of young people and high level info about demographics including age range of participants)		
Location: •			
Topic of engagement:	(What PWG topics and questions did you engage your community on?)		
Themes from engagement:	THEME 1:  • Quotes and notes from engagements		
(This is where you can document notes from your	THEME 2:  • Quotes and notes from engagements		
engagements under key themes)	Quotes and notes from engagements		
Summary from engagement:			

(Based on the notes above including the key themes you've identified, summarise the most important takeaways from the engagement here. This is also an opportunity to note any questions you may want to ask the rest of your PWG about similarities or differences they heard in their engagements).

# **Top Three Key Points:**

- 1.
- 2.