



**MINISTRY OF SOCIAL  
DEVELOPMENT**  
TE MANATŪ WHAKAHIA TO ORA

16 May 2022

Dear [REDACTED]

On 15 March 2022, you emailed the Ministry of Social Development (MSD) requesting, under the Official Information Act 1982 (the Act), the following information regarding the Mayors Taskforce for Jobs (MTFJ):

1. *The new memorandum of understanding with the MTFJ as announced by the Ministers for Social Development and Employment and Local Government on 16 July 2021;*
2. *Any report generated for Ministers on the operation of the MTFJ during the year ended 30 June 2021, including information on a total of 1326 jobs "delivered" by the MTFJ (as stated by the Ministers in their 16 July 2021 media release); and*
3. *Any written guidelines generated by the Ministry in relation to individual Mayors' use of public funds through the MTFJ during 2020-21.*

The following documents are in scope of your request and have been enclosed:

No.	Date created	REP number (if available)	Document type	Title	Decision	Reason & relevant context
1.	July 2021	N/a	Memorandum of Understanding	Memorandum of Understanding: The Mayors Taskforce for Jobs & Government Partnership for Jobs	Release in full.	This document relates to part 1 of the request.
2.	20 Nov 2020	REP/20/11/1106	Aide-memoire	Mayors Taskforce for Jobs - Annual General Meeting	Release in part.	This document relates to part 2 of the request.  Some information is withheld as it is out of scope.
3.	Feb, Mar, Apr, May, Jun 2021	N/A	Factsheet	Construction Accord Partnerships	Release in part.	This document relates to part 2 of the request.

						Some information is withheld as it is out of scope.
4.	21 Apr 2021	REP/21/4/404	Aide-memoire	Meeting with Mayors Taskforce Jobs and Central Hawkes Bay District Council Representatives	Release in part.	This document relates to part 2 of the request.  Some information is withheld as it is out of scope.
5.	May 2021	N/A	Spreadsheet	MTFJ Community Recovery Programme Council list	Release in full.	This document relates to part 2 of the request.
6.	25 Jun 2021	REP/21/6/671	Report	Mayors Taskforce for Jobs - Memorandum of Understanding	Release in part.	This document relates to part 2 of the request.  Some information is withheld as it is out of scope.
7.	25 Jun 2020	N/A	Contract	Contract for Services - Fee for Service Community Recovery	Release in part.	This document relates to part 3 of the request.  Some information is withheld as it is out of scope.
8.	N/A	N/A	Template	Mayor's Taskforce for Jobs - Community Recovery	Release in full.	This document relates to part 3 of the request.
9.	N/A	N/A	Template	Mayor's Taskforce for Jobs - Community Recovery - Monthly Report Template	Release in part.	This document relates to part 3 of the request.  Some information is withheld as it is out of scope.

The figure of '1,326' jobs delivered is shown in the 'May' tab of the attached spreadsheet.

Regarding the third part of your request, guidelines in relation to Mayors' use of public funds through the MTFJ are provided in the contract between MSD and the New Zealand Local Government Association which commenced on 1 July 2020.

Furthermore, councils are required to provide the Ministry with further information and give an account of how funding was or will be used by filling in the enclosed templates 'Mayor's Taskforce for Jobs - Community Recovery' and 'Mayor's Taskforce for Jobs - Community Recovery - Monthly Report Template'.

The principles and purposes of the Act under which you made your request are:

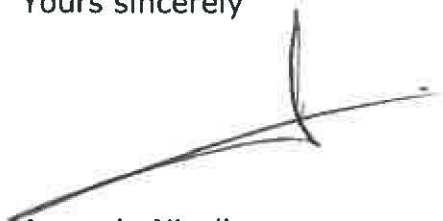
- to create greater openness and transparency about the plans, work and activities of the Government
- to increase the ability of the public to participate in the making and administration of our laws and policies
- to lead to greater accountability in the conduct of public affairs.

MSD fully supports those principles and purposes. MSD therefore intends to make the information contained in this letter and any attached documents available to the wider public. MSD will do this by publishing this letter on its website. Your personal details will be deleted and MSD will not publish any information that would identify you as the person who requested the information.

If you wish to discuss this response with us, please feel free to contact [OIA\\_Requests@msd.govt.nz](mailto:OIA_Requests@msd.govt.nz).

If you are not satisfied with this response you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or 0800 802 602.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Amanda Nicolle', written over a horizontal line.

Amanda Nicolle  
**Director, Industry Partnerships  
Service Delivery**

## **Memorandum of Understanding:**

### **The Mayors Taskforce for Jobs & Government Partnership for Jobs**

#### **Purpose**

This Memorandum of Understanding (MOU) sets out the nature of the relationship by which Central Government and the Mayors Taskforce for Jobs (MTFJ) will cooperate to achieve better employment outcomes for young New Zealanders.

The Parties to the MOU will collaborate with the ambition to see all young people under the age of 25 engaged in education, training, work or other positive activity that will support their growth and development.

The Parties recognise that barriers to employment are often best addressed at a local level. They also believe that cooperation can make a significant difference to the lives and prospects of young people through the leadership of Mayors working closely alongside Central Government.

#### **Basis for the Relationship**

This MOU is a partnership between Central and Local Government to deliver the best possible outcomes for young New Zealanders. The MOU recognises that while Central and Local Government have different accountabilities, processes and structures, our collective leadership of young people is what matters.

The MOU is underpinned by the following principles which characterise the relationship:

- Trust and respect
- Acting in good faith
- Working to support each other through the distinct contributions that we bring
- Openness, including clear and regular information flows between the Parties

#### **The Parties**

This MOU is an agreement between the Minister of Local Government, the Minister of Social Development and Employment, the Minister for Māori Development, the Minister of Education, the Minister for Youth and the Mayors Taskforce for Jobs (the Parties), supported by officials from Government agencies that include but is not limited to:

- The Department of Internal Affairs
- The Ministry of Business, Innovation and Employment
- The Ministry of Social Development
- The Ministry of Youth Development
- Te Puni Kōkiri
- The Ministry of Education

The MTFJ is a nationwide network of all New Zealand's Mayors governed by a core group of 17 Mayors. This MOU recognises the importance of the role Mayors play in driving local change. The role of the MTFJ, and Mayors, is to drive and advocate for place-based employment programmes for young people.

The MTFJ will endeavour to create a supportive environment for officials to achieve our common goals. The Parties acknowledge that there are other parties such as NGOs, iwi and businesses who play a key role in the employment of young people.

The Parties recognise that the work done by the MTFJ, and its knowledge of these areas, in particular, should be utilised by Government. Additional areas of work are possible, if the relationship between the Parties uncovers the need for increased scope.

### **Areas of Focus**

The MTFJ has identified four key areas of work on employment issues that it wishes to focus on:

- Driver Licensing, including:
  - Progress on driver licensing initiatives
  - Equitable access to driver licensing services for those living in rural and provincial NZ
  - Advocacy by MTFJ
- Education, including:
  - Educational and vocational training pathways
  - Skill gaps
  - Employer engagement
  - Sharing best practice on place-based education to employment initiatives
- Health, including:
  - The impact of Mental Health on employment
  - The impact of drug testing on employment and user behaviour
  - The impact of young people living in emergency housing
- Rangatahi Mentoring, including:
  - Importance of mentoring and support for young people to succeed socioeconomically
  - The role Mayors can play in mentoring or enabling mentors/mentees

The initial focus of work with the Parties will be on supporting local initiatives to increase employment including implementation of Government employment initiatives such as He Poutama Rangatahi, the MTFJ Community Recovery Programme, Mana in Mahi, Hauora Māori Training Fund, Te Ara Mahi and the Sector Workforce Engagement Programme. Other agencies will be invited to contribute to the key areas of work, where they have responsibilities and expertise, such as the Ministry of Health and Ministry of Education.

### **Context**

The Government is committed to ensuring that New Zealand has a highly skilled and innovative economy that provides well-paid, meaningful and sustainable jobs.

The reinstatement of the four well-beings into the purpose of local government was part of an all-of-government shift towards taking a more inclusive, holistic approach to measuring our success as a country. Success for our young people in this area is not only defined by narrow fiscal measures, and this legislation acknowledged the valuable role that local leadership has in the promotion of the social, economic, environmental, and cultural well-being of its communities.

The All-of-Government Employment Strategy provides a relevant framework for the Government's labour market priorities. Through the Strategy the Government committed to five objectives:

1. Building a skilled workforce that meets business needs and engages in lifelong learning
2. Supporting provincial New Zealand and industries to be successful
3. Working with industry to ensure workplaces are modern and provide decent work for a decent wage
4. Responding to the changing nature of work in an equitable way
5. Supporting a more inclusive labour market

The MTFJ runs advocacy projects and sets out to partner with best-practice organisations to promote the holistic well-being of young people. The MTFJ mission is to:

- Advocate for the importance of education, training, employment, economic and community development
- Maximise opportunities for our young people that are future-focused and aligned with economic development and emerging trends
- Build knowledge, skills and relationships with on-going benefits to young people, employers, communities and the New Zealand economy
- Empower and enable communities to come up with local solutions to their labour market challenges

The MTFJ is also a channel for providing employment-related information to local stakeholders, as well as providing ways to facilitate access to the right people and groups locally.

### **Agreement**

The Parties support an integrated approach to ensure that all young people have the opportunity to grow and develop skills, including in work places, which enables them to participate fully in society. The Parties will operate in accordance with the following key assumptions:

- Young people are a key focus of this MOU, especially those currently not in education, employment, or training (NEET). Particular attention will be paid to Māori, Pasifika and young people with disabilities
- Employment initiatives should form an integrated part of wider regional economic development, skill formation and labour market policies
- Central and Local Government will collaborate through productive partnerships. The partnership approach will focus on the respective strengths of Central and Local Government in pursuit of improved employment outcomes for young people
- The Parties will operate through open information exchange and identify areas for collaboration that add value and avoid duplication of effort
- Given the diversity of New Zealand's regions, flexible and adaptive approaches will be explored to meet the differing needs of young people
- Employment and training opportunities for young people will be explored as part of social procurement initiatives providing broader outcomes and wellbeing



## **Engagement**

The Parties will engage at the local, regional and national levels as follows:

### *Local and regional engagement*

- The MTFJ will assist in advising on the local knowledge or parties needed for successful stakeholder groups and where possible, help facilitate collaborative efforts that support the outcomes sought in this memorandum
- The Regional Public Sector leads will help facilitate cross Government participation in initiatives that support this memorandum
- The Parties will support the piloting of new approaches including bringing together local parties to develop innovative approaches to employment of young people. The involvement of Mayors will be sought in developing, supporting and implementing local initiatives as appropriate
- The Ministry of Business, Innovation and Employment will provide labour market and skills information to support the Mayors and facilitate appropriate links with the Regional Skills Leadership Groups
- The MTFJ will assist in the collection and dissemination of information to inform initiatives in their districts

### *National level engagement*

- The Parties commit to regular meetings and discussions, including providing updates on the work priority areas at quarterly meetings of the MTFJ
- The Parties will promote and celebrate successful collaboration utilising their channels including opportunities for joint branding where possible
- The Parties will assist each other by sharing appropriate contact details for key personnel and staff
- The MTFJ, working with agencies party to this memorandum, will provide an annual summary of initiatives and outcomes to be made available to Mayors and Ministers party to this memorandum
- Feedback loops will be used to ensure that there are insights and lessons learnt to inform Central Government policy development as well as dissemination of best practice across the regions

## **Funding**

This MOU recognises that there will be opportunities to work together on joint initiatives and sustainable resourcing will need to be discussed. The parties will need to determine the approach to resourcing such initiatives, including funding, that will be needed for initiatives on a case by case basis.

Issues outside the scope of this memorandum, such as wider issues of local government funding and financing, will be dealt with in the appropriate forums.

## **Status of Information**

The Parties will share information in accordance with their obligations under the Privacy Act 2020. The Parties may share:

- Non-identifiable or aggregated statistical information that supports initiatives under this MOU
- Personal information can be disclosed to the other party if the disclosure fits into one of the exceptions under Principle 11 of the Privacy Act 2020



Hon Nanaia Mahuta  
Minister of Local Government

1/1/

Max Baxter  
Chair, Mayors Taskforce for Jobs  
Mayor, Otorohanga District Council

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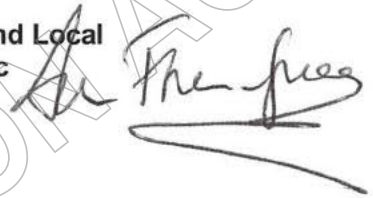
Hon Carmel Sepuloni  
Minister of Social Development and  
Employment

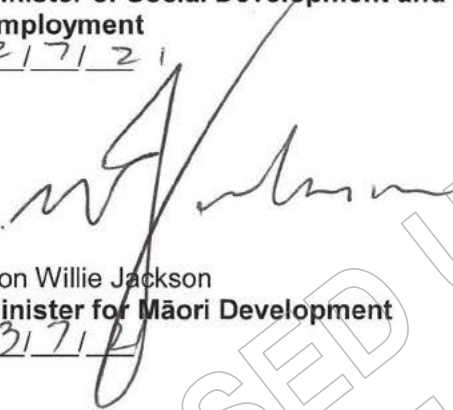
12/7/21



Susan Freeman-Greene  
Chief Executive, New Zealand Local  
Government Association Inc

1/1/





Hon Willie Jackson  
Minister for Māori Development

13/7/21



Hon Priyanka Radhakrishnan  
Minister for Youth  
09/07/2021



Hon Chris Hipkins  
Minister of Education

12/7/21



# Aide-mémoire



**MINISTRY OF SOCIAL  
DEVELOPMENT**  
TE MANATŪ WHAKAHIATO ORA

## Meeting

**Date:** 20 November 2020 **Security Level:** In confidence

**For:** Hon Priyanca Radhakrishnan, Associate Minister for Social Development and Employment

**File Reference:** REP/20/11/1106

### Mayors Taskforce for Jobs – Annual General Meeting

#### Meeting/visit details

**Time:** 2:00pm to 2:10pm, Friday 20 November 2020

**Location:** Confirmed attendance via ZOOM Meeting (a ZOOM Meeting link has been provided)

#### Key contact

- Out of scope, Taskforce Coordinator, Mayors Taskforce for Jobs
- Out of scope, Key Account Manager Industry Partnerships MSD
- Out of scope

#### Expected attendees

45-50 attendees (including those via Zoom) are expected including:

- Chief Executive, Susan Freeman-Greene, Local Government New Zealand,
- Mayor Max Baxter, Otorohanga District Council, Chair of MTFJ
- Out of scope, Taskforce Coordinator, Mayors Taskforce for Jobs
- Out of scope, Key Account Manager Industry Partnerships
- All other Mayors that make up the MTFJ

#### Purpose of meeting/visit

The Annual General Meeting is to inform MTFJ members (mayors) on key developments and updates to MTFJ work streams and youth employability.

The AGM was originally scheduled for 21 August 2020 however, this was postponed due to the COVID-19 alert level changes.

You have been asked to attend the meeting from 2:00pm to 2:10pm via Zoom to address the MTFJ and speak to points on the

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partnership between MTFJ and MSD through the Community Recovery Programme.

Following your address there may be a Q+A session. Attached in Appendix 2 is MSD supporting information to support you with any Q+A.

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## **Background**

### **The Mayors Taskforce For Jobs (MTFJ)**

MTFJ is part of the New Zealand Local Government Association (LGNZ). MTFJ is a nationwide network of New Zealand's mayors all striving towards zero youth unemployment. It's led by a Mayor and involves the territorial and unitary councils as it is acknowledged that barriers to employment are often best addressed at the local level. MTFJ are involved in the following work:

- The Mayors in New Zealand mentor local Rangatahi (young Māori) to develop and enhance their leadership skills
- The Outward Bound and MTFJ partnership provides development opportunities for young people through New Zealand communities.
- MTFJ advocates for and promotes better access to driver licensing.
- MTFJ is investing in workplace literacy and numeracy skills with Skills Highway.

### **Memorandum of Understanding (MOU)**

A Central Government MOU (attached) was signed in July 2018 by the Minister of Local Government, the Minister for Employment, the Minister for Building and Construction, the Minister for Youth and the Mayors Taskforce for Jobs.

In the MOU, parties agree that they:

- Will collaborate with the ambition to see all young people under the age of 25 engaged in education, training, work or other positive activity.
- Recognise that barriers to employment are often best addressed at the local level.
- Believe that cooperation can make a significant difference through the leadership of Mayors working closely alongside Central Government.

The MOU is supported by officials, including MSD. MSD support the Central Government MOU with MTFJ for NEETS. Industry Partnerships works closely with the MTFJ to support local Councils in training and employing young people (NEETS)

The MOU does not include funding but allows parties to negotiate contracts separately as opportunities arise.

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## **Rural Councils - Community**

The Community Recovery Programme is an initiative developed under the Central Government Memorandum of Understanding

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**Recovery  
Programme**

(MOU), in response to Covid-19 and the Government-led recovery. The MTFJ membership is linked to MSD Regional Commissioners for MSD local alignment.

**Overview**

Discussions with MTFJ Board Members on 16 April 2020 identified a need for more 'granular' assistance which is specific and relevant to the communities smaller councils serve (population less than 20,000) who are actively engaging with government agencies, Iwi, employers, community partners, and networks for employment outcomes.

In many cases the smaller councils and their communities are rural, and youth were already disadvantaged in the labour market prior to the impact of Covid-19.

Following a successful pilot with 4 small rural Councils, a contract was signed for F21 with the New Zealand Local Government Association (LGNZ), for MTFJ for 23 rural councils.

In addition to this initiative with MTFJ Rural Councils, Industry Partnerships have partnered with Auckland Council for Ngā Puna Pūkenga – aligning Skills for Industry to their procurement to incentivise up to 700 employment outcomes. MTFJ have supported the partnership.

In October, the Auckland partnership was awarded an EY Entrepreneur of the Year 2020 award for Social and Environment procurement and also received the supreme award. Several Metropolitan and Provincial Councils have expressed interest in the Auckland Council partnership model and the partnership will be delivering a webinar to public sector procurement professionals in early December.

MTFJ view the MSD Community Recovery initiative as an example of how Central Government can partner with local councils to deliver Community Wellbeing outcomes, based on the Local Government (Community Well-being) Amendment Act 2019, which provided "...for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, taking a sustainable development approach."

**Outcomes**

As at Monday 16 November 2020, 23 Rural Councils are participating in the partnership, with a further Council (Kaipara District Council) at proposal stage.

A total of 286 job seekers, including those displaced from their employment by Covid-19, have gained employment through the programme. 33 of the 286 are in the construction industry and this is expected to increase as Shovel Ready projects commence.

Zoom meetings with Councils (in groups of 4-5) and MSD will be held in late November and early December to share initiatives.

The partnerships are well supported by MSD Regions, with strong local cooperation.

Region	Council	Employment Outcomes
<b>Waikato</b>	Hauraki	0
	Waitomo	0
	Otorohanga	1
<b>Bay of Plenty</b>	Kawerau	0
	Opotiki	25
<b>Hawke's Bay</b>	Central Hawke's Bay	30
	Wairoa	6
<b>Manawatu-Wanganui</b>	Ruapehu	0
	Rangitikei	48
	Tararua	0
<b>Taranaki</b>	Stratford	3
<b>Wellington</b>	Carterton	1
	South Wairarapa	24
<b>Westcoast</b>	Buller	21
	Grey	25
	Westland	50
<b>Canterbury</b>	Waimate	0
	Hurunui	18
	Kaikoura	8
	Mackenzie	1
<b>Otago</b>	Clutha	25
<b>Southland</b>	Gore	0
<b>Total</b>		<b>286</b>

#### Funding

Funding for this initiative for 2020/21 and 2021/22 was approved under the Wellbeing Budget 2020: Rebuilding Together as part of the Industry Partnerships Construction Accord Covid-Recovery Budget Bid.

A contract with the New Zealand Local Government Association (LGNZ) has been signed for \$11,600,000. LGNZ have been paid \$5,800,000.00 upfront (up to \$250,000 per Council), with the remainder being paid on a draw-down basis aligned to reporting (as they exceed 25 outcomes). Funding is released under an MOU between LGNZ and Councils. Each council is responsible for the disbursement of payments to employers, trainers and providers.

There is the ability to review uptake from each Council during the fiscal and/or redirect funding within the partnership, hence the recent inclusion of Kaipara District Council.

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**Expected Outcomes**

A minimum of 1,150 sustainable employment outcomes (50 per Council), targeting youth under 25 years of age.

Construction outcomes will be reported to The Accord as part of the commitment to prepare up to 3,500 for construction annually.

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**Key issues**

Included in the original invitation to this AGM in July, the MTFJ recommended the Minister engage with the Driving Change Network. It's possible this may be raised at the AGM.

Advice for this was provided to Minister Sepuloni's office on 9 July 2020 in the invitation advice for the AGM and is attached again for your reference.

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Author: Out of scope , Key Account Manager, Industry Partnerships

Responsible manager: Amanda Nicolle, Director Industry Partnerships

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## Appendix One: Agenda

### Mayors Taskforce for Jobs Annual General Meeting

1:30 PM to 3.00 PM, Friday 20, 2020

Time	Agenda item	Presenter
1:30 – 1:40pm	Welcome and chair address	M Baxter
1:40 – 2:00pm	Taskforce Coordinator update	Out of scope
<b>2:00 – 2:10pm</b>	<b>Hon. P Radhakrishnan – MTFJ Community Recovery Programme (Via Zoom)</b>	<b>Hon. P Radhakrishnan</b>
2:10 – 2:20pm	Mayor Alex Walker – MTFJ Community Recovery Programme in Central Hawke's Bay	Out of scope
2:20 – 2:40pm	The Tuia Programme – empowering the next generation of rangatahi young Māori	Out of scope
2:40 – 2:50pm	CE Aoraki Development – My Next Move and Youth Employment	Out of scope
2:50 – 3:00pm	MTFJ Outward Bound – scholarship recipients	TBC
<i>3:00pm – Meeting Concludes</i>		



## **Appendix Two: Question + Answer Session Support Notes**

### **Mayors Taskforce for Jobs AGM**

#### **Q. What is the Mayors Taskforce for Jobs (MTFJ)?**

**A.** MTFJ is a nationwide network of New Zealand's mayors all striving towards zero youth unemployment. MTFJ, chaired by Ōtorohanga District Councils Mayor, Max Baxter, is governed by a Core Group of 19 mayors who meet quarterly in Wellington. A focus of the Taskforce is to share what works differently between councils regarding youth employability, with the aim of sparking ideas, removing silos and to learn from one another. Comparing different councils' responses to COVID-19 allows us to work together to find innovative solutions.

#### **Q. What's MSD's relationship with MTFJ?**

**A.** MSD supports the MTFJ under a Central Government MOU. This includes providing national account management to support MSD regional relationships. MTFJ provides Mayoral leadership to support young people in finding jobs so they can reach their potential by partnering with government agencies and industry. This is to provide opportunities for youth, including supporting Trades, Driver licencing, and mentoring. MSD supports this partnership with MTFJ as councils are well connected to the needs of their local communities and have influence over employment opportunities through procurement.

#### **Q. What's the Community Recovery Programme?**

**A.** Following a successful pilot with 4 small rural councils, a contract has been signed via MTFJ for up to 23 small Councils to access funding for local employment. Based on local needs, each council crafts its own proposal which is approved by MSD's Regional Commissioner. This includes the creation of an employment coordinator role and the ability for Councils to make payment to SME businesses for training and employment. All 23 are underway. Up to \$500,000 per rural council is available. They must commit to creating a minimum of 50 sustainable jobs. Each Council will report monthly on their employment outcomes by sector and spend, identifying government projects where they can. Outcomes will be collated monthly for the Minister (10<sup>th</sup> of each month) and reported quarterly to the Construction Accord (Construction outcomes only).

#### **Q. What are some examples of the Community Recovery Programme?**

**A.** In Central Hawkes Bay they employ a local coordinator who is working directly with small and medium sized businesses to support them to take on young people who may have lost jobs because of COVID. They've committed to creating 50 jobs for young people not in employment, education or training (NEETs). They are working with the Civil sector and their civil suppliers to prepare young people for PGF funded roading projects and council contracts. MSD partner Downer is one of their suppliers. They are also delivering pre-employment programmes linked to employment opportunities in Education and Farming, in conjunction with MSD. This has turned the perception of the 'WINZ course' on its head. As of end of October they had 38 employment outcomes.

The Stratford District Council is focusing on its relationships with local iwi to leverage opportunities and initiate new support like setting up a workforce portal to allow employers to list opportunities and vacancies. They're also planning workforce expos to connect employers and potential employees and there will be incentives to take on young NEETs. These could include rent and rate relief payments – which goes much further than MSD incentives can, as well as providing wage subsidies, training and career development opportunities. Their position in central Taranaki means they have the potential to reach a wide range of employers and employment opportunities. As of end of October they had 3 employment outcomes.

**Q. Why focus on NEETs?**

**A.** Young people who are not in education, employment or training are a vulnerable group likely to be at risk of being on a benefit for a long time. Getting these young people into sustainable and meaningful jobs is important.

**Q. What's the advantage of MSD working with the MTFJ?**

**A.** This is an example of a true local and central government partnership, reaching into a community and providing relevant support. By working closely with mayors, councils and their partners, MSD can tune into the specific needs of each community and put funding support where it's most useful. Mayors and Councils are best placed to support MSD messaging into the community, helping to reach those in rural communities who are most in need, and may not have accessed MSD services before or who are reluctant to do so. The pilot councils have improved employer engagement, in many cases referring employers to MSD where they are looking to employ beyond the NEETs target group, or to access additional employment services, this will include the potential to access Mana in Mahi and Apprenticeship Boost as part of the recovery.

MTFJ see the Community Recovery as an example of how Central and Local government can partner to achieve social/economic wellbeing outcomes in New Zealand Communities. While this type of partnership is appropriate for smaller Rural Councils, a partnership more closely aligned to Central/Local Government procurement would be needed in provincial or metropolitan centres.

**Q: What are the barriers for young people entering education, employment and training?**

**A:** Youth face a number of barriers to education, employment and training including:

- Lack of understanding of employability skills to engage successfully in the workforce such as soft skills, resilience, critical thinking and team work.
- Tertiary and training programmes have been impacted as a result of COVID-19 with cancellation of courses or move to online and digital platforms. Many young people lack the resources to access online courses as they do not have the tools and resources such as laptops or access to an internet connection etc.
- Greater competition for jobs from more skilled groups such as graduates and experienced workers recently made redundant from COVID-19.

- Reduced hours and unemployment leading to anxiety, stress and mental health issues in addition to financial stress and uncertainty.
- Breakdown in family units with exodus of young people returning home from overseas creating over-crowding.
- Youth homelessness is a growing concern. Homelessness makes it difficult to focus on engagement in school due to survival. In the year ended 31 March 2020:
  - 1,960 young people were granted emergency housing nationally
  - 4,940 Emergency Housing Special Needs Grants (EH SNGs) were granted
  - This shows an increase by 59% in the total number of young people granted an EH SNG compared to the previous year, and
  - 72% increase in the number of EH SNGs granted compared to the previous year
- Lack of driver licences and transport

**Q: What work is being done to support young people towards obtaining driver licences?**

**A:** On 11 December 2018, the Waka Kotahi - New Zealand Transport Agency (NZTA), the Ministry of Social Development (MSD) and Oranga Tamariki signed a Memorandum of Understanding to increase the number of young people learning to drive safely with the end goal of gaining their driver's licence. \$5m was invested over three years (2019-2021) from the NZTA's Community Road Safety Fund.

It supports the direct costs of obtaining a driver's licence (learners, restricted and full), including:

- obtaining a copy of a birth certificate for identification
- professional driving lessons
- fees to sit licence tests

To date, the programme has focused on Youth Payment and Young Parent Payment clients and those in Transition Services or Youth Justice with Oranga Tamariki. It will now also be offered to those in the Youth Service that are not in employment, education and training (NEET).

To encourage and support more young people to access this opportunity, we have a number of proactive campaigns to increase interest including developing promotional and marketing collateral for providers and young people.

You will also be aware that the Employment, Education and Training Ministers recently commissioned cross agency work on improving access to driving licensing as a priority, because having a drivers' license is an important contributor to employment and economic recovery initiatives.

**Q: What approaches are MSD taking in regard to supporting NEETs into employment or training post COVID-19**

**A:** Youth Service supports young people aged 16 -19 into employment, education, training and work-based learning.

Youth Service delivers three services: NEET; Youth Payment; Young Parent Payment.

From 01 April 2020 Youth Service implemented service changes that focussed on:

- increasing the intensity of support to those young people who are most vulnerable
- reducing caseload ratio for Youth Coaches to 1:20
- including employment as an outcome for NEET clients that encourages engagement and access to MSD services and products, e.g. Mana in Mahi, Industry Programmes, LSV

The Youth Coach role is to develop tailored youth service plans with the young person based on their goals that improves their well-being and movement towards positive outcomes. This can include support such as interview preparation, gaining work confidence, development of CV, work experience or volunteering that enhances their employability. Youth Coaches also run individual or group activities such as budgeting/money management, parenting programmes.

Youth Service has partnered with COMET, an Auckland Council Controlled Organisation as part of the Youth Employability Programme (YEP) to help young people to become work ready with the production of digital, interactive resources and material that focuses on the core competencies that improve the employability of young people in areas such as;

1. Positive attitude
2. Willingness to learn
3. Communication
4. Thinking skills
5. Teamwork
6. Resilience
7. Self-management

Work is also underway to consolidate certain employment functions currently provided through the MBIE-led Jobs and Skills Hubs and through MSD's employment services. This will consolidate services relating to job matching, employer engagement and youth engagement through schools and other youth-facing services.

## Invitation / Meeting Request

<b>Who: Mayors Taskforce for Jobs (MTFJ)</b>	<b>Date received:</b>
<b>When: 21 August</b> <b>Sitting Week / Recess:</b>	<b>Where: Mac's Function Centre, Norwood Room, Wellington.</b>
<b>Why: Invited to attend and speak at the AGM on 21 August</b>	<b>Key contact:</b>

**Priority:**                      High                      Medium                      Low

### Advice:

This invite follows on from the Minister's initial meeting with MTFJ Core Group via zoom on 18 June 2020.

#### MSD's relationship with MTFJ

A Central Government MOU was signed in July 2018 by the Minister Local Government, the Minister for Employment, the Minister for Building and Construction, the Minister for Youth and the Mayor Taskforce for Jobs.

MSD support the Central Government MOU with MTFJ for NEETS. Industry Partnerships works closely with the MTFJ to support local Councils in training and employing young people (NEETS).

Following a successful pilot with 4 small rural Councils, a contract has now been signed for F21 with New Zealand Local Government Association (LGNZ), for Mayors Taskforce for Jobs for up to 23 small Councils. All 23 Councils have had a presentation of the partnership and they will be preparing their proposals for MTFJ and Industry Partnerships. These will be shared with Regional Commissioners for approval to ensure alignment with MSD.

A partnership is also being set up with Auckland Council for 700 places. This is supported by the Mayor and MTFJ.

These partnerships are under the Industry Partnerships Construction Accord and support the Covid-19 economic recovery. There is a strong focus on local government engagement, with Auckland Council and MTFJ essentially providing coverage of the largest national metropolitan area and smallest Councils. All partnerships are either directly linked to construction, or can be readily aligned to Construction employment, where available. All partnerships include a focus on NEETS/Youth, Maori and Pacific.

#### Ministry of Youth Development (MYD) Relationship with Mayors Taskforce for Jobs

The Ministry of Youth Development (MYD) has a funding relationship/contract with NZ Local Government Association Inc for the Tuia Rangatahi Programme. This was approved funding by the Minister for Youth's Partnership Fund Board, in partnership with the Mayor's Taskforce for Jobs (MTFJ). Local Government New Zealand is the fund holder and Tuia Charitable Trust is the programme delivery partner.



The Tuia Rangatahi Programme aims to develop the leadership capability of young Māori across New Zealand. The programme provides both parties (rangatahi and local Mayors) the opportunity to gain a deeper insight into intergenerational issues, cultural values and experiences. The programme creates a network of support for rangatahi to help them serve their communities through developing meaningful relationships. Mentoring for rangatahi provides leadership insight, skill building and connections to networks. Local mayors are also offered insight into the world of young Māori in their community and a chance to reflect how the organisations they lead can impact that demographic.

Under the Partnership Fund, MYD contributed funding of:

- \$30,000 in F19
- \$30,000 in F20

Out of scope, MTFJ Taskforce Coordinator, also contributed feedback to the Youth Service Review in 2018/19.

#### Key issues to be aware of for the AGM

- One of the recurring themes which may be asked at the AGM is the recovery plan for COVID-19 and what local government's role will look like in this.
- The council proposals for MTFJ and Industry Partnerships are expected to be back by end of July so will have been received by the time this AGM takes place in late August.
- It is also worth noting the AGM is set for 21 August which is after the dissolution of Parliament on 6 August.

#### Driving Change Network

Included in the invitation is a recommendation to engage with the Driving Change Network.

The Driving Change Network's aim is to advocate and collaborate, with Government and communities, to create an equitable driver licensing system for New Zealand.

The group was formed in late 2018 after bringing together a small group of community focussed funders to look at the barriers young people face to getting their driver's licenses.

The Network want to see:

- New Zealand role modelling the best driver licensing system in the world
- Equity in access to driver licensing in Aotearoa
- System where a driver's licence is recognised as a social good, not a private good only accessible to those who are better positioned to afford it
- An adaptive system which can easily navigate changing technologies
- More collaboration and systems thinking in the driver licensing system
- Young people who understand the benefits of having a license and the steps it will take to get a licence
- An effectively resourced driver licensing education system
- Safer roads with fewer road deaths and less accidents

In September 2019, MSD attended a hui on driver licences that was hosted by the Driving Change Network. This hui involved building whākahanangatanga with central and local government agencies, NGOs, and stakeholder groups involved in driver licensing.



The Ministry of Education is the main ongoing Government point of contact.

### MSD funded Driver Licence Programmes

MSD funds a range of Driver Licence programmes. We partner with other agencies and local organisations to target those who do not have a licence, or who have stalled at the licence qualification stage.

On 11 December 2018, the New Zealand Transport Agency (NZTA), MSD and Oranga Tamariki (OT) signed a Memorandum of Understanding (MOU). This MOU outlines how MSD and OT will utilise investment from NZTA to increase the number of young people gaining their driver's licence.

The partnership, announced by the Prime Minister and joint Ministers on 10 April 2019, provides a \$5.25 million investment from NZTA's Community Road Safety Fund to support the direct costs of obtaining a driver's licence. Costs covered under the initiative are:

- obtaining a copy of a birth certificate for identification
- professional driving lessons
- fees to sit licence tests

The nationwide initiative is delivered through MSD's Youth Service to young people receiving the Youth Payment or Young Parent Payment and to young people in Oranga Tamariki care and in youth justice. It is expected that approximately 2,500 young people will be able to gain a driver's licence over the three years of investment from 2019 to 2021.

*A memo that went to the Minister's office, dated 25 June 2020, is attached to provide further information on the support MSD provides people to gain their driver licence.*

**Recommendation:** ☒ Yes

**Signed:**

**Other / Refer to:**

**Minister's Comment:**

**Decision:**      Yes / No      Other:

**Would you like officials to attend? Yes / No**

**For 'Alani - Confirmed date, venue and time of meeting:**

## Mayors Taskforce for Jobs - Annual General Meeting

### - *Speaking Points for Hon Priyanca Radhakrishnan*

- Thank you.
- I'd like to acknowledge:
  - Mayor Max Baxter, Otorohanga District Council, Chair of MTFJ
  - Susan Freeman-Greene, Chief Executive of Local Government NZ
  - Out of scope, Taskforce Coordinator Mayors Taskforce for Jobs
- It's great to be with you today for your AGM.
- Can I say, I've been inspired to see the way in which your network has come together to share ideas and information – to strengthen not only your own communities – but the whole of Aotearoa/New Zealand too.
- MSD sees this as a powerful partnership to be part of because we know that you understand your communities best and know what support can benefit your local people.
- Like all New Zealanders, we're concerned about the continuing impacts of COVID-19 and the extra stress being placed on businesses and communities.
- Partnerships, such as the one between MSD and the Mayors Taskforce for Jobs, ensure we are connected to the heart of our communities and can be ready to help.
- You've asked me to focus on a few specific areas, so I will start with what we're seeing around how COVID-19 impacts on young people and their careers.

#### ***How COVID-19 has impacted young people, in terms of young employability and career pathways***

- Without doubt, COVID-19 is impacting the lives of our young people. We know that many young people are likely to be feeling disillusioned. They're having to reimagine their future. Aspirations and goals have had to be reset in this new environment.
- Young people face a more competitive job market with many more experienced and skilled workers now ahead of them in this new environment. We know that many young people may face barriers without those years of work experience behind them and valuable employability skills.
- We're seeing young people looking at training and education as an option while others are finding volunteering and work experience opportunities to build on their employability skills.
- We know that Māori and Pacific youth are likely to face greater difficulties in accessing training and education pathways. This is partly because they have disproportionately lower

school qualifications and live in areas that suffer greater levels of concentrated disadvantage that significantly impact on life course outcomes.

- With initiatives and support like the Community Recovery Programme there are exciting opportunities on the horizon for our young people, with a focus on our Māori and Pacific youth, to open up new education, training and employment options.

***What support is needed for youth in the short and long term to ensure that they are engaged in education, employment or training***

- We can see it's right to be supporting our young people to engage in education, employment and training. There's a need to remove barriers and make it easy for things like accessing driver's licences, making digital devices available to connect with learning and ensuring other resources essential for gaining employment and training are readily available.
  - We know having a driver's licence is a pre-requisite for many jobs and is often a necessity for clients living in more rural communities. It can be the deciding factor in whether a candidate is successful in their job application.
  - Therefore, MSD has partnered with other agencies and local organisations to target those who don't have a licence, or who have stalled at the licence qualification stage.
  - Ministers have also directed cross agency work to improve access to driver licensing as a priority, recognising that this is an important enabler for getting a job and participating in the economic recovery initiatives such as apprenticeships and job creation activities.
- To support sustainable employment, there's a need for wrap around support and services with a holistic approach tailored to individual's needs.
  - This support is being provided with a boost to education, apprenticeships, training and subsidies through programmes such as Mana in Mahi, Apprenticeship Boost and of course the Community Recovery Programme. All these supports ensure young people have access to a wider range of options while receiving wrap-around support.
  - Examples of programmes:
    - Apprentice Support Programmes:
      - Mana in Mahi (MSD)
        - As at the end of October we've had a total of 1,622 placements with 1012 active participants currently on the programme
      - Apprenticeship Boost (MoE delivered by MSD)
        - As at 19 November, 13729 apprentices are eligible for payment, of which 1958 are new this month and 11,771 are reconfirming ongoing payments.
      - Regional Apprenticeships (Provincial Growth Fund, MBIE)

- Flexi-Wage (MSD)
- He Poutama Rangatahi (Provincial Growth Fund, MBIE)
- Youth Guarantee Fees Free (MoE)
- LSV (funded by MSD delivered by NZ Defence Force)
- CadetMax (Partnership between MSD and Auckland Chamber of Commerce)
- Accelerator (Partnership between MSD and YouthHub)
- Māori Trades and Training Fund (Provincial Development Unit and Te Arawhiti. Approvals by the Minister of Employment and Minister for Māori Crown Relations)
- Community Connection Services (MSD)

***Creating support for those who are NEET and why this is so important***

- We know that supporting our youth is especially important at this time. Economic downturns and labour market shocks as a result COVID-19 have had a devastating impact on the overall wellbeing of young people.
- Creating support for this group will ensure our future workforce is built with the right skills, educational qualifications and experience to respond to labour market and skills shortages both now and in the future.

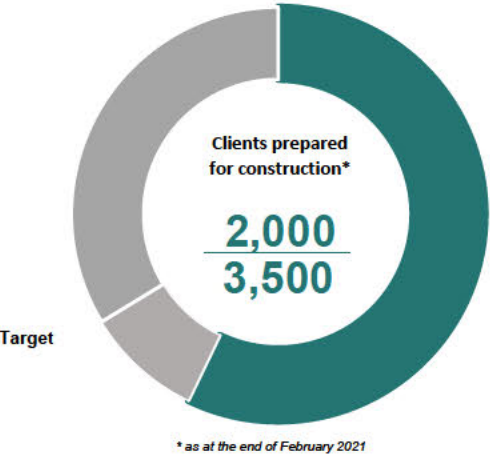
***Please highlight the partnership between MTFJ and MSD regarding the Community Recovery Programme, which offers funding to all 23 rural councils to support NEETs into employment.***

- In many cases, young people in our rural communities were already disadvantaged in the local labour market prior to the impact of COVID-19. This is because there may be fewer jobs, there's extra cost with travel and often, there's more limited learning opportunities.
- The partnership between yourselves (MTFJ) and MSD through the Community Recovery Programme offers fantastic opportunity for our young people in the regions.
- The programme is a great example of central and local government working together to create sustainable employment opportunities to support the COVID-19 economic recovery.
- There is a lot of work happening in regions to support people, including youth, through the economic recessions and I am keen to have your voices and experiences reflected. We know this will ensure our response is transparent, transformative and compassionate.
- The CRP is unique in that each of you have been able to specially tailor your initiatives to the communities you serve with a specific focus on providing the right assistance to local youth and employers based on the needs of your community.

- I also encourage you to contact the Regional Public Service Lead in your area, if you haven't already, to collaborate with them on supporting alignment and connections between the social, training and economic sectors that improve outcomes in your communities.
- These Leads also sit on the Interim Regional Skills Leadership Groups along with business, council and community leaders to provide advice on the immediate and future workforce and skills required in their region.
- The initial programme piloted across four rural councils demonstrated the programme's success and the positive impact it can have for young people, their families and their local communities.
- I'm very excited to see it now rolled out nationwide to your 23 councils and look forward to seeing the positive, long lasting outcomes achieved.

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OFFICIAL INFORMATION ACT

Construction Accord Partnerships  
Year to February 2021



\$27.4m total budget

\$24.8m total committed

\$17.6m total spent

COMMENTARY

MSD received \$59.6M in Budget 2020 over 2 years to expand Skills for Industry under the Construction Accord. MSD is working with partners through the Construction Accord to provide 3,500 training and employment places to prepare people for work in the construction industry. The expansion has enabled MSD to pilot partnerships in infrastructure, building and pre-fab construction that reflect anticipated future employment opportunities.

Under the Construction Accord, MSD has partnerships with other government agencies. Cross-agency MOUs are being developed with

An MOU is in place with the Department of Internal Affairs (DIA) and Local Government New Zealand (LGNZ) for the Mayors Taskforce for Jobs (MTFJ) Partnership. The MTFJ Partnership supports COVID-19 recovery and includes 23 rural councils who fund local SMEs to employ people who have been displaced. A pilot is in place, based on the same model, with a group of four provincial councils. The MTFJ MOU is currently being revised to include the pilot with the provincial councils.

The numbers of places were agreed with each partner and then included in contracts. The total spends and forecasted amounts vary for each contract – most are tracking as expected.

Partnership Status

Mayors Taskforce For Jobs

EMPLOYMENT PARTNERSHIP  
This is a Covid-19 partnership with New Zealand Local Government Association (LGNZ) and currently includes 23 Rural Councils. It provides funding to councils for SME businesses to prepare and employ NEETs, and those displaced, in construction.

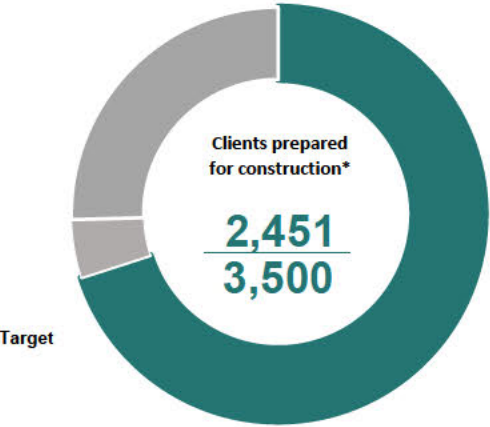
Participants	668
Budget (Total)	\$11,000,000
Spend (YTD)	\$9,300,000



Due to the success of the partnership, MTFJ Councils have expressed interest in the programme being expanded. As a result we are piloting 4-6 provincial councils using the same model.

Out of scope





\* as at the end of March 2021

\$27.4m total budget

\$24.8m total committed

\$19.9m total spent

COMMENTARY

MSD received \$59.6M in Budget 2020 over 2 years to expand Skills for Industry under the Construction Accord. MSD is working with partners through the Construction Accord to provide 3,500 training and employment places to prepare people for work in the construction industry. The expansion has enabled MSD to pilot partnerships in infrastructure, building and pre-fab construction that reflect anticipated future employment opportunities.

Under the Construction Accord, MSD has partnerships with other government agencies. Out of scope

An MOU is in place with the Department of Internal Affairs (DIA) and Local Government New Zealand (LGNZ) for the Mayors Taskforce for Jobs (MTFJ) Partnership. The MTFJ Partnership supports COVID-19 recovery and includes 23 rural councils who fund local SMEs to employ people who have been displaced. The government MTFJ MOU is currently being revised to include wellbeing outcomes.

Out of scope

The numbers of places were agreed with each partner and then included in contracts. The total spends and forecasted amounts vary for each contract – most are tracking as expected.

Partnership Status

Mayors Taskforce For Jobs

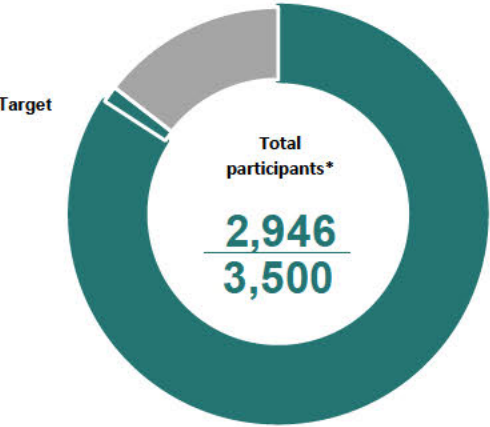
EMPLOYMENT PARTNERSHIP  
This is a Covid-19 partnership with New Zealand Local Government Association (LGNZ) and currently includes 23 Rural Councils. It provides funding to councils for SME businesses to prepare and employ NEETs, and those displaced, in construction.

Participants	819
Budget (Total)	\$11,000,000
Spend (YTD)	\$10,900,00



Have commenced 4 provincial council pilots with South Waikato South Taranaki, Horowhenua and Waitaki District Councils based on youth unemployment rates. In discussion with Far North District Council for a possible extension next fiscal.

Out of scope



\* as at the end of April 2021

\$27.4m total budget

\$26.9m total committed

\$21.5m total spent

COMMENTARY

MSD received \$59.6M in Budget 2020 over 2 years to expand Skills for Industry under the Construction Accord and position MSD in the sector. MSD is working with partners through the Construction Accord to provide 3,500 training and employment places to prepare people for work in the construction industry. The expansion has enabled MSD to pilot partnerships in infrastructure, building and pre-fab construction that reflect anticipated future employment opportunities.

Under the Construction Accord, MSD has partnerships with other government agencies. Out of scope

An MOU is in place with the Department of Internal Affairs (DIA) and Local Government New Zealand (LGNZ) for the Mayors Taskforce for Jobs (MTFJ) Partnership, this is currently being reviewed to include Wellbeing Outcomes. The MTFJ Partnership supports COVID-19 recovery and includes 23 rural councils who fund local SMEs to employ people who have been displaced.

Out of scope

The numbers of places were agreed with each partner and then included in contracts. The total spends and forecasted amounts vary for each contract – most are tracking as expected and we are currently exceeding the number of participants forecast for this point in the year.

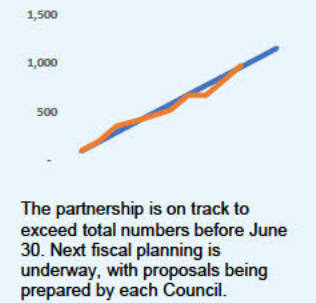
Partnership Status

**Mayors Taskforce For Jobs**

EMPLOYMENT PARTNERSHIP

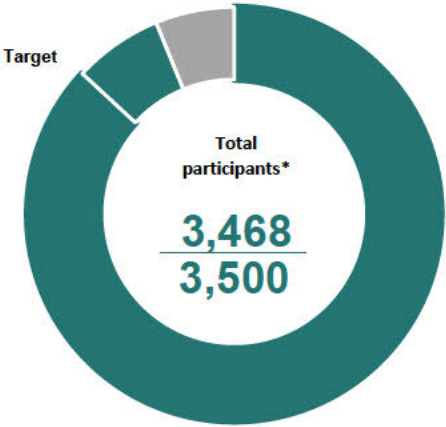
This is a Covid-19 partnership with New Zealand Local Government Association (LGNZ) and currently includes 23 Rural Councils. It provides funding to councils for SME businesses to prepare and employ NEETs, and those displaced, in construction.

Participants	975
Budget (Total)	\$12,150,000
Spend (YTD)	\$11,650,00



Out of scope





\* as at the end of May 2021

\$27.4m total budget

\$26.9m total committed

\$21.5m total spent

COMMENTARY

MSD received \$59.6M in Budget 2020 over 2 years to expand Skills for Industry under the Construction Accord and position MSD in the sector. MSD is working with partners through the Construction Accord to provide 3,500 training and employment places to prepare people for work in the construction industry. The expansion has enabled MSD to pilot partnerships in infrastructure (where we have been identified as a critical funding partner), building and pre-fab construction that reflect anticipated future employment opportunities.

Under the Construction Accord, and the Broader Outcomes Framework, MSD are establishing partnerships with other government agencies, **Out of scope**. These partnerships include social outcomes and a commitment to work with MSD as an employment partner. An MOU is also in place with the Department of Internal Affairs (DIA) and Local Government New Zealand (LGNZ) for the Mayors Taskforce for Jobs (MTFJ) Partnership, this is currently being reviewed to include Wellbeing Outcomes. MSD are funding the MTFJ Community Recovery Programme which partners locally to provide funding and support to local SMEs, NEETs and people who have been displaced.

**Out of scope**

The numbers of places were agreed with each partner and then included in contracts. The total spends and forecasted amounts vary for each contract – most are tracking as expected.

Partnership Status

Mayors Taskforce For Jobs

EMPLOYMENT PARTNERSHIP  
This is a Covid-19 partnership with New Zealand Local Government Association (LGNZ) and currently includes 23 Rural Councils. It provides funding to councils for SME businesses to prepare and employ NEETs, and those displaced, in construction.

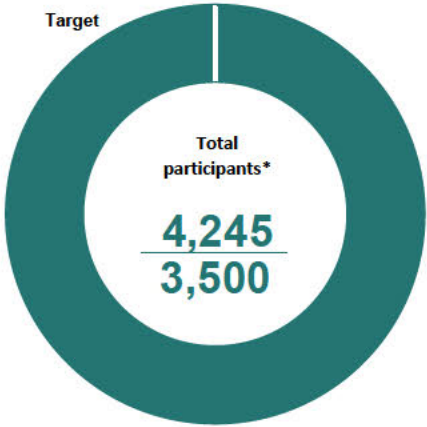
Participants	1,121
Budget (Total)	\$12,150,000
Spend (YTD)	\$11,650,000



The partnership is on track to exceed target before 30 June 2021. Next fiscal year planning is well advanced. Proposals are currently with Regional Commissioners for approval. A review of the Provincial Pilots will be completed in June.

Out of scope

Out of scope



\* as at the end of June 2021

\$27.4m total budget

\$27.4m total committed

\$23.4m total spent

COMMENTARY

The Construction Accord: Expanding Skills for Industry initiative has exceeded its annual target of preparing 3,500 candidates for the construction industry. This success comes despite ongoing alert level changes and lock-downs during the year.

MSD received \$59.6M in Budget 2020 over 2 years to expand Skills for Industry under the Construction Accord and position MSD in the sector. MSD is working with partners through the Construction Accord to provide 3,500 training and employment places to prepare people for work in the construction industry. The expansion has enabled MSD to pilot partnerships in infrastructure (where we have been identified as a critical funding partner), building and pre-fab construction that reflect anticipated future employment opportunities.

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**Out of scope**

[Redacted text]

The numbers of places were agreed with each partner and then included in contracts. The total spends and forecasted amounts vary for each contract – most are tracking as expected.

Partnership Status

Mayors Taskforce For Jobs

EMPLOYMENT PARTNERSHIP  
This is a Covid-19 partnership with New Zealand Local Government Association (LGNZ) and currently includes 23 Rural Councils. It provides funding to councils for SME businesses to prepare and employ NEETs, and those displaced, in construction.

Participants	1,326
Budget (Total)	\$12,150,000
Spend (YTD)	\$11,750,000



This partnership has exceed outcome target to 30 June. The contract for the next fiscal year has been signed and proposals approved for all Councils.

Out of scope

Out of scope

RELEASED UNDER THE OFFICIAL INFORMATION ACT

# Aide-mémoire



**MINISTRY OF SOCIAL  
DEVELOPMENT**  
TE MANATŪ WHAKAHIATO ORA

## Meeting

**Date:** 21 April 2021 **Security Level:** IN CONFIDENCE

**For:** Office of the Prime Minister, Rt Hon Jacinda Ardern

**File Reference:** REP/21/4/404

## Meeting with Mayors Taskforce Jobs and Central Hawkes Bay District Council Representatives

<b>Meeting Details</b>	<ul style="list-style-type: none"><li>• <b>Time:</b> 10:40AM – 11:10AM</li><li>• <b>Location:</b> Greenspace, Waipukurau</li></ul>
<b>Key Contact</b>	<ul style="list-style-type: none"><li>• Out of scope, Community Programmes and Partnerships Lead, Central Hawke's Bay District Council (CHBDC), Out of scope</li></ul>
<b>Invited MSD Attendees</b>	<ul style="list-style-type: none"><li>• Out of scope, Acting East Coast Regional Commissioner</li><li>• Out of scope, Industry Partnerships Account Manager</li></ul>
<b>Purpose of Meeting</b>	Meet with the CHBDC Mayor, Deputy Mayor and Chief Executive, and be introduced to Mayors Taskforce for Jobs (MTFJ) Team and their programme. Meet some of the people who are in meaningful employment.
<b>Background</b>	<p><b><i>Mayors' Taskforce for Jobs - Community Recovery Programme</i></b></p> <p>MTFJ work with Mayors and Councils to implement locally led solutions helping young people who are not in employment, education or training. MSD has provided \$11.6m in funding in FY21 for the programme.</p> <p><b><i>Central Hawkes Bay District Council</i></b></p> <p>CHBDC, a participating Council in MTFJ, have worked with the MSD East Coast Region to deliver a range of innovative responses, including a mobile Employment Hub, and community-based pre-employment programmes.</p>
<b>Relationship with MSD</b>	<p><b><i>MTFJ</i></b></p> <p>MSD is working collaboratively with MTFJ to deliver locally led community recovery programmes in 23 Rural Council locations (population under 20,000), aiming to have achieved 1,150 outcomes by June 30, 2021.</p> <p>As at 31 March, 975 employment outcomes have been achieved in total, with 65 achieved in the Central Hawkes Bay District.</p>

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The partnership is supported by a \$11.6M with New Zealand Local Government (LGNZ) that offers Rural Councils up to \$500k to fund a minimum of 50 sustainable outcomes each. In this case sustainable is defined as on-going employment 30 hours or more per week. This can include seasonal where cross-seasonal employment can be achieved, but it mainly relates to permanent fulltime work.

*Other*

MSD has worked with MTFJ since the signing of an MOU with Central Government which supports employment opportunities for NEETS. This has included MTFJ supporting some other MSD partnerships, like the Auckland Council Ngā Puna Pūkenga partnership, a Wellbeing based partnership, Downer Ready programmes, which partners with councils to run redeployment training, and Conservation Volunteers NZ Conservation Work Skills programme.

**CHBDC**

CHBDC MTFJ team have been creative and focused in the support they offer whānau across their rural community. They have worked in partnership with MSD to ensure whānau are on a path to achieve their own training and employment aspirations. Collaborative initiatives have included:

- Connecting whanau with paid work experience teacher aid positions, training and pastoral support
- Connecting rangatahi with paid farming work experience, training and pastoral support
- Encouraging and supporting local people to become self-employed by providing workshops and mentors
- Linking rangatahi with life coaching
- Recruitment training and support of 45 whanau to participate on redeployment projects
- Recruitment, training and support of 10 whanau to participate on Marae restoration

CHBDC MTFJ have also organised business events which have supported the uptake of MSD products and services including Mana in Mahi, Flexi Wage and Apprenticeship Boost – 9 people are currently on Mana in Mahi programmes and 25 receive flexi wage.

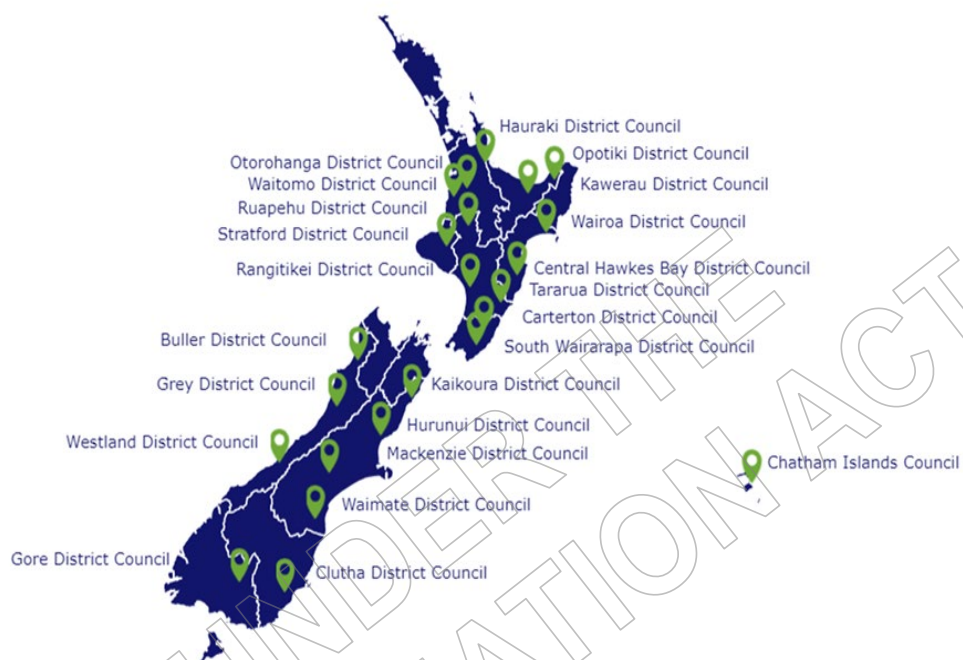
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**Additional Information**     ***Rural Councils delivering locally led community recovery programmes***

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MINISTRY OF  
YOUTH DEVELOPMENT  
TE MANATŪ WHAKAHIAO TAIOHI  
Administered by the Ministry of Social Development

# Report

**Date:** 25 June 2021

**Security Level:** IN CONFIDENCE

**To:** Hon Priyanca Radhakrishnan, Minister for Youth

**Ref:** REP/21/6/671

## Mayors Taskforce for Jobs - Memorandum of Understanding

### Purpose of the report

- 1 This report seeks your agreement to sign the revised Memorandum of Understanding with the Mayors Taskforce for Jobs.

### Executive summary

- 2 The Mayors Taskforce for Jobs was created in 2000. It is a nationwide network of all Mayors in Aotearoa New Zealand, who have committed to a vision that all young people aged under 25 years are engaged in appropriate education, training, or work.
- 3 In 2018 the former Minister for Youth, Hon Peeni Henare signed a Memorandum of Understanding in partnership with other Ministers, the Chief Executive – Local Government New Zealand, and the Mayors Taskforce for Jobs, to demonstrate a partnership between central government and local government to deliver the best possible outcomes for young New Zealanders.
- 4 The then Minister for Youth engaged in the Mayors Taskforce for Jobs to support rangatahi mentoring, and the Minister's Partnership Fund provided funding for the Mayors Taskforce for Jobs *Tuia Rangatahi Programme* in 2018/19.
- 5 In February 2021, the Mayors Taskforce for Jobs Core Mayoral Group requested to revise the Memorandum of Understanding. The Minister for Local Government agreed to revise the Memorandum of Understanding and seek to recommit with a core group of Ministerial colleagues who have responsibilities for its outcomes.
- 6 There is an opportunity for you as the Minister for Youth to utilise this forum to ensure there is continued support for rangatahi mentoring opportunities, and to raise the profile of the Youth Plan including Youth Voice and your plans around future youth engagement opportunities.

## Recommended actions

It is recommended that you:

- 1 **Note** that the former Minister for Youth signed a Memorandum of Understanding with the Mayors Taskforce for Jobs in 2018 alongside the Minister of Local Government, Minister for Building and Construction, Minister for Employment, and the Chief Executive – Local Government New Zealand.
- 2 **Note** that the Minister for Local Government agreed to revise the Memorandum of Understanding to include current priorities.
- 3 **Agree** to sign the revised Memorandum of Understanding with the Mayors Taskforce for Jobs attached at **Appendix 1**.

**AGREE** **DISAGREE**

- 4 **Indicate** your preference for signing the revised Memorandum of Understanding in Wellington or at the Local Government New Zealand Conference in July (Circle one).

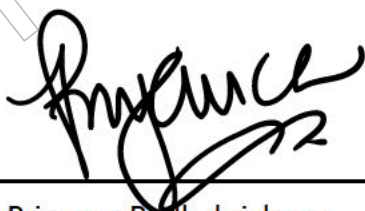
**Wellington** Local Government New Zealand Conference

- 5 **Agree** for officials to explore funding options for the Mayors Taskforce for Jobs initiatives focused on rangatahi mentoring, such as the Tuia Rangatahi Programme, and provide you with further advice.

**AGREE** **DISAGREE**

\_\_\_\_\_  
Juanita Te Kani  
General Manager, Youth

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Hon Priyanca Radhakrishnan  
Minister for Youth

  
\_\_\_\_\_  
Date

## Background

- 7 The Mayors Taskforce for Jobs (MTFJ) was created in 2000. It is a nationwide network of all Mayors in Aotearoa New Zealand, who have committed to a vision that all young people aged under 25 years are engaged in appropriate education, training, or work.
- 8 MTFJ is governed by a Core Mayoral Group that includes 17 Mayors from throughout the country and Local Government New Zealand (LGNZ), which holds the administration function of the group, with a full-time coordinator.
- 9 In 2018, the former Minister for Youth signed a Memorandum of Understanding (MoU) alongside the Minister of Local Government, Minister for Building and Construction, Minister for Employment, the Chair of MTFJ, and the Chief Executive, LGNZ.
- 10 The MoU was designed to ensure collaboration between central government and local government to achieve better outcomes for young people. It included support for initiatives designed to address employment issues such as: Education, Health, Drivers Licencing and Rangatahi Mentoring which was the Minister for Youth's focus for the MTFJ. The initial focus of the work under the MoU was on the implementation of He Poutama Rangatahi and the Provincial Growth Fund.
- 11 The MoU does not include funding, but allows parties to negotiate contracts separately, as opportunities arise.
- 12 In 2018/19 and 2019/20 the Partnership Fund contributed funding for one of the MTFJ's initiatives, the Tuia Rangatahi Programme, through a contract with LGNZ.
- 13 The Tuia Rangatahi Programme aims to develop the leadership capacity of rangatahi Māori (aged between 18-25 years old) in communities throughout Aotearoa New Zealand. Rangatahi participate in leadership and mentoring opportunities aimed at empowering them to have a greater, positive impact on their communities. This includes one-to-one mentoring with their local Mayor over a 12-month period and opportunities for young people to be involved in community activities that will assist with their development. The programme also creates a network of support for rangatahi to help them serve their communities through developing positive relationships.
- 14 The programme was funded until 30 June 2020. The LGNZ has not applied for further funding from the Partnership Fund. The Tuia Rangatahi Programme continues today with support from other partners.

## Revision of the Memorandum of Understanding

- 15 In late 2020, the core Mayoral Group approached the Department of Internal Affairs (DIA) to look at options for revising the MoU, by using the 2018 MoU as a basis and identifying updated key priority areas.
- 16 In February 2021, the Minister of Local Government agreed to revise the MoU. It was also agreed that an invitation would be extended to a Ministerial group to be party to the revised MoU. Alongside yourself as the Minister for Youth, the Ministerial group would include:
  - Hon Carmel Sepuloni, Minister for Social Development and Employment
  - Hon Willie Jackson, Minister for Māori Development
  - Hon Chris Hipkins, Minister of Education.

- 17 Although overall responsibility for youth employment falls within the Minister of Social Development and Employment's portfolio, the focus in the MoU on rangatahi mentoring aligns well to the youth portfolio and positive youth development opportunities.

## **Consultation**

- 18 Officials from the following agencies were consulted on a draft revised MoU in March 2021: the Ministry of Social Development – Te Manatū Whakahiato Ora (MSD), Te Puni Kōkiri, Ministry of Education, and the Ministry of Business, Innovation and Employment, and a Regional Public-Sector Lead.
- 19 The Ministry of Youth Development – Te Manatū Whakahiato Taiohi (MYD) was not included in the initial phase of consultation on the draft revised MoU in early March 2021.
- 20 The MTFJ Core Mayoral Group has also been consulted on the draft revised MoU.

## **Changes to the MoU**

- 21 The revised MoU builds on the MoU that was established in 2018. DIA indicated that the original MoU enabled MTFJ to establish successful working arrangements with a variety of government agencies. The MTFJ now includes current and updated projects across a range of agencies such as He Poutama Rangatahi, Mana in Mahi, Haoura Māori Training Fund, Ta Ara Mahi and the Sector Workforce Engagement Programme.
- 22 Post consultation, the following amendments were made to better reflect current Government priorities:
- updating the list of employment initiatives that MTFJ work will support
  - updating the strategic context that the MoU sits in, referencing the All-of-Government Employment strategy and labour market priorities
  - outlining the opportunities for central and local government engagement at both the regional and national level, highlighting the roles of new public sector arrangements, including the Regional Public Sector Leads and the Regional Skills Leadership Groups. It is worth noting that MYD is working with the Ministry of Business Innovation and Employment on a pilot youth reference group with the Regional Skills Leadership Group.
- 23 The following amendments were made following feedback from the MTFJ Core Mayoral Group:
- an acknowledgement of the value of empowering local insight and knowledge
  - a re-commitment to the four focus areas that were outlined in the 2018 MoU (Education, Health, Driver Licencing and Rangatahi Mentoring), but with driver licencing becoming the foremost priority
  - for MTFJ to provide clear channels of communication between local and central government
  - an acknowledgement and encouragement for MTFJ to seek opportunities for employment and training across the country as part of the social procurement programmes that already exist. This includes programmes such as Mana in Mahi that MSD contracts.

## Next Steps

- 24 MYD has nothing further to add to the revised MoU.
- 25 MYD officials have been invited to participate in the MTFJ cross agency group and will use the forum to ensure a strong focus on rangatahi mentoring, Youth Voice and youth engagement opportunities.
- 26 We recommend that you agree to sign the revised MoU.
- 27 If you agree to sign the revised MoU, MYD will share the MoU with the Youth Plan Cross Agency Working Group. An MTFJ representative is part of this group and attends these meetings.
- 28 As a party to the revised MoU, there is an opportunity for you to encourage continued support for rangatahi mentoring opportunities such as the Tuia Rangatahi Programme, and to raise the profile of the Youth Plan through the Youth Voice and Leadership areas and your plans for future youth engagement opportunities.
- 29 If you are interested in exploring funding options for MTFJ programmes such as the Tuia Rangatahi Programme, officials can look into this further and provide you with further advice.
- 30 If you agree to be a party to the revised MoU, the Minister for Local Government will be advised, and arrangements will be made for you to sign it.

## Signing of the MoU

- 31 DIA has proposed two locations for parties to sign the MoU and you are being asked to indicate your preference:
  - Signing the MoU in Wellington, at a date to be agreed, with all available Ministers and a representative of the MTFJ Core Mayoral Group present;

OR

  - Signing the MoU at the LGNZ Conference which being held on 15-17 July 2021 in Blenheim, where all members of the MTFJ and the Minister for Local Government will be in attendance.
- 32 We understand both the Minister for Local Government and the MTFJ Core Mayoral Group have expressed their preference for the signing to take place at the LGNZ Conference. If this option is selected and you are unable to attend the event, we will discuss alternate options with DIA for you to sign the MoU.

REP/21/6/671

File ref: A13362840

Author: Out of scope, Senior Advisor, Ministry for Youth Development

Responsible manager: Debra Tuifao, Director Youth, Ministry for Youth Development



# Contract for Services

**Fee for Service Community Recovery**
**ESWI-21-00287**

## The Parties

**Ministry of Social Development**
**(Buyer)**

PO Box 1556, Wellington 6140

Level 8, The Aurora Centre, 56 – 66 The Terrace, Wellington 6011

and

**New Zealand Local Government Association Incorporated**
**(Supplier)**

PO Box 1214, Wellington 6140

Level 1, 117 Lambton Quay, Wellington 6011

## The Contract

### Agreement

The Buyer appoints the Supplier to deliver the Services described in this Contract and the Supplier accepts that appointment. This Contract sets out the Parties' rights and obligations.

### The documents forming this Contract are:

- |   |                   |
|---|-------------------|
| 1. This page  | <b>Page 1</b>     |
| 2. Contract Details and Description of Services   | <b>Schedule 1</b> |
| 3. Standard Terms and Conditions  | <b>Schedule 2</b> |
| GMC Form 1 SERVICES   Schedule 2 (2nd Edition) available at: <a href="http://www.procurement.govt.nz">www.procurement.govt.nz</a> |                   |
| 4. Any other attachments described at Schedule 1.   |                   |

### How to read this Contract

- Together the above documents form the whole Contract.
- Any Supplier terms and conditions do not apply.
- Clause numbers refer to clauses in Schedule 2.
- Words starting with capital letters have a special meaning. The special meaning is stated in the Definitions section at clause 17 (Schedule 2).

## Acceptance

In signing this Contract each Party acknowledges that it has read and agrees to be bound by it.

 For and on behalf of the **Buyer**:

 For and on behalf of the **Supplier**:

(signature)

(signature)

**name:** Viv Rickard

**name:** Malcolm Alexander

**position:** Deputy Chief Executive  
Service Delivery

**position:** Chief Executive

**date:** 20/06/2020

**date:** 25 June 2020

# Schedule 1

## Contract Details and Description of Services

<b>Start Date</b>	1 July 2020	Reference Schedule 2 clause 1
<b>End Date</b>	30 June 2021	Reference Schedule 2 clause 1

<b>Contract Managers</b> Reference Schedule 2 clause 4	<b>Supplier's Contract Manager</b>	<b>Buyer's Contract Manager</b>
<b>Name:</b>	Out of scope	Out of scope
<b>Title / position:</b>	Taskforce Coordinator	Key Account Manager
<b>Address:</b>	Level 1, 117 Lambton Quay, Wellington 6011	Level 8, The Aurora Centre, 56 – 66 The Terrace, Wellington 6011
<b>Phone:</b>	Out of scope	
<b>Cell:</b>		
<b>Email:</b>		

<b>Addresses for Notices</b> Reference Schedule 2 clause 14	<b>Supplier's Contract Manager</b>	<b>Buyer's Contract Manager</b>
<b>For the attention of:</b>	Out of scope	Out of scope
<b>c.c. Contract Manager</b>	Taskforce Coordinator	Key Account Manager
<b>Delivery address:</b>	Level 1, 117 Lambton Quay, Wellington 6011	Level 8, The Aurora Centre, 56 – 66 The Terrace, Wellington 6011
<b>Postal address:</b>	PO Box 1214, Wellington 6140	PO Box 1556 Wellington 6140
<b>Cell:</b>	Out of scope	
<b>Email:</b>		

<b>Description of Services</b>
<p><b>Context</b></p> <p>This initiative has been developed under a Central Government Memorandum of Understanding (MOU) with Mayors Taskforce for Jobs (MTFJ), signed by the Minister of Employment, the Minister for Building and Construction, the Minister of Youth and Mayors, supported by Ministry of Social Development and government agencies.</p> <p>The initiative is designed to support the Government-led Covid-19 Recovery, with a focus on supporting up to 23 Councils of 20,000 population or less, to deliver funding to Small to Medium Enterprises (SME) to support community recovery through employment. This aligns to government investment, including Council 'Shovel Ready' and other construction projects.</p> <p>MTFJ is a nationwide network of New Zealand mayors all striving towards zero youth unemployment and is governed by a Core Group. MTFJ is a separately funded entity which Local Government New Zealand (LGNZ) provides management and administration services for. Although separately accounted for via MTFJ subscriptions, they are recorded through LGNZ accounts.</p> <p><b>Description of Services</b></p> <p>This initiative includes the following Councils:</p> <ul style="list-style-type: none"> <li>• Buller District Council</li> <li>• Carterton District Council</li> </ul>



- Central Hawke's Bay District Council
- Chatham Islands Council
- Clutha District Council
- Gore District Council
- Grey District Council
- Hauraki District Council
- Hurunui District Council
- Kaikoura District Council
- Kaverau District Council
- Mackenzie District Council
- Ōpōtiki District Council
- Otorohanga District Council
- Rangitikei District Council
- Ruapehu District Council
- South Wairarapa District Council
- Stratford District Council
- Tararua District Council
- Waimate District Council
- Wairoa District Council
- Waitomo District Council
- Westland District Council

Councils will be able to actively engage with their communities to support employment outcomes by accessing funding up to \$500,000.00 over the contract period, each Council will submit a short proposal to MTFJ describing how the funding will be used to pay SME businesses and a support coordinator.

The service will be led locally by MTFJ (Mayors) and regionally by MSD (Regional Commissioners), with each Council Community Recovery proposal being approved by both parties prior to a release of each Councils funding (up to \$500,000). Councils will provide a monthly report to MTFJ and MSD on engagement and employment.

The intention is to maximise the funding. If, during the contract term, it is indicated smaller councils will not use all of their allocated funding, MTFJ and MSD will look at the potential to support other Councils in a targeted way eg: target resources to locations with Council TLA's that have been more greatly affected by the impact of COVID-19. This will be approved by MSD Regional Commissioners.

### Deliverables

Service Description	Start Date	End Date	Service Location	Maximum Volume	Cost per Participant	Agreement Total Price
Skills for Industry (Fee for Service) MTFJ Community Recovery	1 July 2020	30 June 2021	Bay of Plenty	N/A	N/A	\$1,000,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery			Waikato	N/A	N/A	\$1,000,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery			East Coast	N/A	N/A	\$1,000,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery			Taranaki	N/A	N/A	\$2,500,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery			Central	N/A	N/A	\$1,500,000.00

Skills for Industry (Fee for Service) Administration Costs		Wellington	N/A	N/A	\$100,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery		Nelson	N/A	N/A	\$2,000,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery		Canterbury	N/A	N/A	\$500,000.00
Skills for Industry (Fee for Service) MTFJ Community Recovery		Southern	N/A	N/A	\$2,000,000.00
<b>Total Agreement Price</b>					<b>\$11,600,000.00</b>

The service is to provide each Council with funding for:

- Employment related funding to assist SME businesses to support recruitment, training and other requirements as needed (excluding capital items).
- Employment Coordinator support, including support for Youth to be retained and/or placed into employment

This initiative will provide MTFJ with \$5,800,000.00 payment upfront upon signing by both Parties.

Councils will need to submit a short proposal to MTFJ on how the \$500,000.00 of funding will be utilised to pay SME businesses and a coordinator support. This proposal includes:

- Minimum of 50 sustainable employment outcomes per council
- Council Led
- Identification of employment types and targets – targeting but not limited to Construction led recovery and Budget 2020 investment
- Identification of youth networks (including Iwi)
- Identification of employer networks, indicated demand
- Coordination requirements
- Coordinator position description
- Funding to SME's by percentage of total funding based on Transition to Work and Flexi-Wage type incentive payments as well as the ability to part fund transport (payment types suggested)

### Performance Standards

Each Council will report monthly to MTFJ and the Ministry. The report will include:

- Mayor's commentary
- Employment Activity - noting the Employer, the number of people hired, costs paid
- Coordinator Activity - including Employer visits, support for employees in work
- MSD engagement
- Future opportunities

### Monitoring Plan

Service	Monitoring Activity	Time and frequency of monitoring activity
Skills for Industry (Fee for Service) MTFJ Community Recovery	Phone/Email/Zoom	August 2020
	Phone/Email/Zoom	November 2020
	Phone/Email/Zoom	February 2021
	Phone/Email/Zoom	May 2021

Report to:

Type of report

Due date

<b>Supplier's Reporting Requirements</b> Reference Schedule 2 clause 5	<b>Jamie Kissock</b>	<b>Council Proposal</b> Information includes: <ul style="list-style-type: none"> <li>• Minimum of 50 sustainable employment outcomes per council</li> <li>• Council Led</li> <li>• Identification of employment types and targets – targeting but not limited to Construction led recovery and Budget 2020 investment</li> <li>• Identification of youth networks (including Iwi)</li> <li>• Identification of employer networks, indicated demand</li> <li>• Coordination requirements</li> <li>• Coordinator position description</li> <li>• Funding to SME's by percentage of total funding based on Transition to Work and Flexi-Wage type incentive payments as well as the ability to part fund transport (payment types suggested)</li> </ul>	Upon Signing of the Agreement by both Parties (this is required for the MTFJ to release funding. It must be sighted and approved by the Regional Commissioner for each Council as well as the MTFJ and MSD relationship leads).
		<b>Programme Report</b> Information includes: <ul style="list-style-type: none"> <li>• Mayor comment</li> <li>• Council Coordinator Community Engagement</li> <li>• MSD Engagement</li> <li>• Employers</li> <li>• Employment Outcomes</li> <li>• Funding paid to SME Business</li> <li>• New opportunities</li> <li>• Regional Commissioner comment</li> </ul>	Monthly

**CHARGES:** The following section sets out the Charges. Charges are the total maximum amount payable by the Buyer to the Supplier for delivery of the Services. Charges include **Fees**, and where agreed, **Expenses** and **Daily Allowances**. The Charges for this Contract are set out below.

<b>Fees</b> Reference Schedule 2 clause 3	The maximum value of this Agreement is <b>\$11,600,000.00</b> .
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<b>Invoices</b> Reference Schedule 2 Subject to clauses 3 and 11.7	The Supplier must send the Buyer an invoice for the Charges at the following times:		
	<b>Deliverable/Milestone</b>	<b>Due date</b>	<b>Amount due (excl GST)</b>
	Upfront Payment	On signing of the Agreement by both Parties and a GST Invoice	<b>\$5,800,000.00</b>
	Monthly Payment	Confirmation of monthly reporting for participating Council  Please note: Total monthly payments cannot exceed \$5,800,000.00	<b>As required, in keeping with Council progress towards achieving employment outcomes</b>

	Reconciliation	The Ministry and the Provider will reconcile the contract payments after contract end date and before 31 August 2021.	Council funding to be refunded on agreement
<b>Address for invoices</b> Reference Schedule 2 clause 3	Buyer's address		
	For the attention of:	Contract Administration, National Contracts	
	Physical address:	56 The Terrace, Wellington 6011	
	Postal address:	PO Box 1556, Wellington 6140	
	Email:	Out of scope	
<b>Insurance</b> Reference Schedule 2 Clause 8.1	<b>INSURANCE: (clause 8.1 Schedule 2)</b> It is the Supplier's responsibility to ensure its risks of doing business are adequately covered, whether by insurance or otherwise. The Buyer does not require any specific insurance under this Contract.		
<b>Changes to Schedule 2 and additional clause/s</b>	None		
<b>Attachments</b> Reference 'Contract documents' described at Page 1	None		



## **Mayor's Taskforce for Jobs – Community Recovery**

### **Background**

The purpose of this proposal is to provide MTFJ and MSD with a basic plan of how your Council will utilise partnership funding of up to \$500,000 (GST Exclusive) to deliver sustainable employment for 50 people who are NEETS and/or have been displaced from their employment under Covid-19, to June 30, 2021. \$250,000 will be paid to the council once the proposal is accepted, where the remaining \$250,000 can be targeted as demand is needed. This is to ensure that we can maximum the funding and if it is indicated that smaller councils will not use all of the allocated funding, MTFJ and MSD will look at the potential to support other councils who have been greatly impacted by Covid in a targeted way.

For the Community Recovery Programme, sustainable employment outcomes are the target. However all employment outcomes should be monitored, including casual, part-time or permanent.

This initiative is to provide each Council with funding for:

- 1) Funding assistance directly for small to medium sized enterprises (SMEs) to support with recruitment, training, wage subsidy support for at risk youth or initiatives that will enable employment (supporting SMEs with transport costs, for example, including transport suitable for physical distancing).
- 2) The employment of a local coordinator, which conducts support for youth to be retained or placed into employment

The following proposal will need the support of the MSD Regional Commissioners to be considered for funding. Once submitted, this proposal will be shared with the Regional Commissioners for their approval.



## Questions

### 1 Who will be the Council contact for the delivery of this programme?

*Mayor's will lead this at a partnership level, but it will be important we have a key contact to coordinate the release of funding and reporting requirements.*

Council Name:			
Contact Name and Role:			
Email Address:		Telephone:	

### 1. What is your council's current capability and capacity to support employment?

- Please reference the employer networks you currently work with or those you have identified and an indication of demand if known, including Maori business networks or businesses
- Please provide current staffing and/or identify your staffing requirements (appreciating that the pilot may need to utilise existing staff or limited part-time staff initially)
- Please include how you plan to monitor and support those you have employed, including employer engagement



**2. How will you deliver employment support for NEET's as a priority group who are disadvantaged in the labour market?**

- *Please reference community groups that you engage with for youth, including Iwi partners*
- *Please provide support from employer's who engage with these groups or who are prepared to do so for employment.*

**3. How will your council apportion the funding?**

*The funding under our partnership is mainly targeted at support for SME employers to assist with employment related costs that you will pay directly to employers. This funding assistance could include*

- *Entry-level training (including paying for compliance-based training, like Site Safe, or licences provided by the employer)*
- *Wage-based incentives (including lump sum payments for at risk individuals, to help offset initial employment costs or support costs (for example \$2,000 at one month)*
- *Initiatives that will enable employment (the employer assisting with transport costs, for example, including transport suitable for physical distancing etc).*

*The funding can also support the provision of a local coordinator to support NEETs to be retained or placed into employment.*

*In each case it will be important to secure employment opportunities prior to employment.*



4. Please let us know if there are specific local MSD representatives that you will be working with

Contact Name and Role:			
Email Address:		Telephone:	

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OFFICIAL INFORMATION ACT



## **Mayor's Taskforce for Jobs – Community Recovery**

### **Monthly Report Template**

Based on your Proposal we will then ask for a monthly report on how you are tracking to deliver employment within your TA. If there are changes to your original proposal, or changes to your labour market or community during this time, that means you will need to make an adjustment to the delivery of the funding, then we would ask you to contact us prior to the monthly report.

#### **1. How many employment outcomes have you achieved this month?**

Employer	# of employment outcomes



**2. How have you supported SME businesses with funding?**

**3. How have you supported those previously employed?**





**4. Please note any developments with the progress of the employer coordinator? (if necessary)**

**5. Have you had any engagements with MSD?**



**6. What emerging opportunities are there and any general comments?**

If you have any questions, please don't hesitate to get in touch with MTFJ Taskforce Coordinator, Out of scope in the first instance.

Out of scope

Out of scope