

## Youth Advisory Council Committee

### Minutes

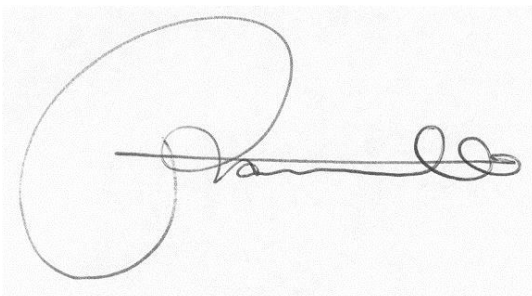
Wednesday 3<sup>rd</sup> August 2016

#### *Committee Terms of Reference*

*The Youth Advisory Council Committee is to make recommendations to Council based on the following terms of reference:*

- 1. To identify and advise on youth trends, gaps and opportunities in the Bunbury area*
- 2. To advise Council on the development of policies that is responsive to the needs of youth*
- 3. to engage with the young people of the Bunbury area to draw consultation and feedback on youth trends, opportunities and gaps to present to Council*
- 4. to assist and be actively involved in the ongoing development and delivery of youth targeted projects, programs and events (annually: Australia Day and National Youth Week).*
- 5. to engage with the wider youth community to create/look for partnerships and opportunities to support young people in the areas of upskilling, youth leadership and the active involvement for youth driven initiatives.*

*This Committee meets on the first Wednesday of every second month.*



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## Minutes

3<sup>rd</sup> August 2016

Minutes of an ordinary meeting of the Youth Advisory Council held at the City of Bunbury Administration Centre, 4 Stephen Street on Wednesday 3<sup>rd</sup> August 2016.

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

### 1. Declaration of Opening

The meeting was declared open by Youth Mayor Sean Smith at 4:03pm.

### 2. Disclaimer

Not applicable to this Committee.

### 3. Announcements from the Presiding Member

### 4. Attendances

#### *Committee Members:*

Member Name	Representing
Sean Smith (Youth Mayor)	Youth representative
Karl Sullivan (Deputy Mayor)	Youth representative
Cr Sam Morris	City of Bunbury
Cr Betty McLeary	City of Bunbury
Matilda Wilson	Youth representative
Stephen May	Youth representative
Alex Tombleson	Youth representative
Jake Elson	Youth representative
Eliza Lyon	Youth representative
Megan Fowler	Youth representative

#### *Support staff:*

Name	Title
Silvana Garwood	Community Development Officer
Sharon Chapman	Manager Community & Library Services

4.1 Apologies

Member Name	Representing
Shani Szabo	Youth representative
Cr Joel McGuinness	City of Bunbury

4.2 Approved Leave of Absence

Member Name	Representing
Nil	

**5. Declaration of Interest**

Nil

**6. Confirmation of Minutes**

The Minutes of the Youth Advisory Council meeting held on Wednesday 1<sup>st</sup> June 2016 was moved by Jake Elson and seconded by Stephen May.

**7. Presentations**

8.1 Petitions

Nil

8.2 Presentations

Nil

8.3 Deputations

Nil

**8. Method of Dealing with Agenda Business**

Items were dealt with in the order that appeared on the agenda.

**9. Reports****9.1 Youth Advisory Council Vacant Position**

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Deanna Sullivan, Team Leader Community Development
<b>Executive:</b>	John Kowal, Acting Director Corporate & Community Services
<b>Attachments:</b>	Nil

**Summary**

The purpose of this report is for the Youth Advisory Council Committee to consider the application of Ashliegh Hodges to fill the one (1) vacant position on the Youth Advisory Council Committee.

The successful applicant will be formally notified of their selection if approved by Council at their Ordinary Meeting on Tuesday 23<sup>rd</sup> August 2016.

The new member will be required to attend a formal meeting bimonthly as well as attending the Youth Reference Group meeting every other month. The new member will also be expected to represent the Youth Advisory Council Committee and the City of Bunbury at community events and programs and to develop their own projects.

**Executive Recommendation**

That the Youth Advisory Council Committee approves the appointment of Ashliegh Hodges and forwards the recommendation for the appointment to Council for consideration at their Ordinary Meeting on Tuesday 23<sup>rd</sup> August 2016.

**Background**

A full election was held during October 2015 to appoint new members to the Youth Advisory Council Committee. It is because of the resignation of a member that one (1) position is required to be filled.

As per required procedure, an advertisement was placed in the City Focus section of the Bunbury Mail on the 1<sup>st</sup> and the 15<sup>th</sup> of July advertising for applications for a new member of the Youth Advisory Council Committee. As a result two nominations were received prior to the closing date.

A selection panel, which consisted of Youth Advisory Council Committee members Jake Elson, Stephen May, Sean Smith and City of Bunbury Officers Silvana Garwood, Aishath Shizleen and Deanna Sullivan, came together on 22<sup>nd</sup> of July 2016 to evaluate and select the most suitable applicant.

**Council Policy Compliance**

Not Applicable

**Legislative Compliance**

Not applicable

### **Budget Implications**

There are no financial or budgetary implications impacting from the recommendations of this report.

### **Officer Comments**

Sean Smith welcomed Ashliegh Hodges to the Youth Advisory Council Committee and presented the new YAC member to everyone present.

### **Outcome of the Youth Advisory Council – 3<sup>rd</sup> August 2016**

A discussion was undertaken regarding the new member selection for the Youth Advisory Council Committee.

This Executive Recommendation was moved by Karl Sullivan and seconded Eliza Lyon and was carried unanimously.

**That the Youth Advisory Council Committee approve the appointment of Ashliegh Hodges and forwards the recommendation for the appointment to Council for consideration at their Ordinary Meeting on Tuesday 23<sup>rd</sup> August 2016.**

**CARRIED**

## **9.2 Update of actions from last meeting**

Responsible Member – Sharon Chapman & Silvana Garwood

### **9.2.1- Terms of Reference:**

The YAC Committee Meeting Procedures were endorsed by Council at its meeting of 28<sup>th</sup> of June 2016. Letters have been sent to inform all YAC members and relevant Councillors of the Council decision including a copy of the endorsed YAC Committee Meeting Procedures.

### **9.2.2- The Shift 2016 Event Report:**

The report has been requested from the responsible officer. Sharon also confirmed that the Grant Acquittal has been completed and submitted to Healthway.

### **9.2.3- Training for Youth Advisory Committee Members:**

The City's 2016/17 budget has been approved by Council but not finalised with Officers. No formal training or training provider has been identified. Once the City has finalised the 2016/17 budget, staff will identify suitable training that may be available and keep YAC informed as this progresses. Input from the YAC would be welcomed on potential training that they would be interested in, costs involved, suitable dates, etc. Sharon reiterated the value of all YAC Members participating in this training. Silvana Garwood, Community Development Officer, will update YAC members in relation to in-house training and workshops.

### **9.2.4- YAC Marketing and Social Media:**

The City's Communications and Marketing staff are prepared to provide a workshop to the YAC. Silvana Garwood, Community Development Officer, has booked a Newsletter Workshop for YAC Members for 1<sup>st</sup> September 2016. This has previously been identified in the 2016/2017 Youth Calendar.

9.2.5- Youth Strategy and YAC 5 Year Plan:

The 'Bunbury Youth Strategy' is considered a 'Greater Bunbury Youth Strategy' as part of the Community Safety and Crime Prevention Plan. City staff have been directed to make contact with other local governments to determine their future involvement in the development of the Strategy. The development of this Strategy will be managed by the City's Community Development team. YAC members and other relevant service agencies/providers will be invited to have input into the process in the future.

**9.3 Update Art Break Day**

Responsible Member – Silvana Garwood

Art Break Day takes place annually on the first Friday in September each year. Art sites are set up in cities around the world and everyone is invited to sit down, take a break, and create art for free. This year, the Community Development team is collaborating with Anna Edmudson, Arts & Cultural Development Officer. The YAC have selected a number of activities which they would like to develop with the community. They have also helped the City of Bunbury locate materials needed to deliver these activities around schools in Bunbury. The activities selected were "*painting rocks*" and "*making your own badges*". Bunbury Senior High, Grace Christian School and Newton Moore were contacted requesting permission for the YAC to come along and develop art activities for Art Break Day. Greg Miller, Community Development Officer from the Shire of Capel will be the responsible officer to contact Bunbury Grammar School and request their participation for Art Break Day. The YAC has been invited to participate in the Art Break Day on Friday 2<sup>nd</sup> of September 2016.

**9.4 Update of Future Possibilities**

Responsible Member – Silvana Garwood

The YAC has been invited to participate in the Future Possibilities Conference. The ultimate aim of this Conference is to inform young people with disabilities about employment, further education and post school pathways to better prepare them for life after school. It also helps create partnerships between students, parents, schools and post school destinations. The YAC have participated in this conference in previous years with a stall and youth activities. This year, they will be delivering activities such as the use of a polaroid camera and a 'future wishes jar' for anyone to come along and write down their dream/goals for future posterity.

The YAC will also be delivering a 25 minute social inclusion activity as well as having their own stall during the conference. Cr Betty McLeary suggested to the YAC Members to maintain the jar for a couple of years in the library and have a ceremony with the same participants to open it up and see what dreams and goals everyone have achieved.

We would like to congratulate Stephen May, one of the YAC Members, as he has been invited to deliver a speech at the Conference. The Youth Advisory Council members are invited to a meeting on Monday 8<sup>th</sup> August to finalise the activities that we will be delivering at the Conference and support Stephen in the delivery of his speech.

## **9.5 Update of Mental Health Week**

Responsible Member – Silvana Garwood

Mental Health Week raises community awareness about mental health issues and is held every October to coincide with World Mental Health Day. The aim of Mental Health Week is to promote social and emotional wellbeing to the community, encouraging people to maximise their health potential, enhancing the coping capacity of communities, families, individuals and increasing mental health recovery.

The YAC are again participating in Mental Health Week 2016, working closely with headspace to create a bigger youth area for the event.

YAC will be delivering activities such as ‘the quiet jar’ to develop a casual conversation with anyone who comes along. They will have a lounge area with comfortable bean bags and music to create a relaxing and inviting environment. They will also write positive messages in chalk around Bunbury’s CBD.

## **9.6 Update of “Torch Run”**

Responsible Member – Silvana Garwood (for Deanna Sullivan)

The Bunbury Forum Shopping Centre have invited the YAC members to participate in the Torch Run event on Sunday 21<sup>st</sup> August 2016. The “Torch Run” has been developed to facilitate fundraising for the Special Olympics South-West. A meeting to discuss this partnership was rescheduled due to external staff illness. Silvana Garwood, Community Development Officer, will continue to update YAC members as this event progresses.

## **11. Applications for Leave of Absence**

Nil

## **12. Motions of Which Previous Notice has been given**

Nil

## **13. Questions from Members**

13.1 Response to Previous Questions from Members taken on Notice.

Nil

13.2 Questions from Members.

An enquiry was presented by Sean Smith, Youth Mayor, regarding the availability of in-house training, including Council Meeting procedures. Please refer to Item 9.2.3 for the response.

## **14. Urgent Business**

Nil



**15. Date of Next Meeting**

The next meeting will be held on Wednesday 5<sup>th</sup> October 2016 at 4:00pm-5:00pm at the City of Bunbury Council Chambers, 4 Stephen Street, Bunbury.

**16. Close Meeting**

There being no further business, the Youth Mayor, declared the meeting closed at 4:48pm.