



Youth Advisory Council Committee

Minutes

7 December 2017

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 third month.

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Youth Advisory Council Committee

Minutes

7 December 2017

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 Acting Director Corporate and Community Services declared the meeting open at 4:32pm.

Please note Council Decision 335/13 from the Ordinary Meeting held on 26 November 2013 when administering Committees of Council states in part:

“That Council:

- 1. Request that the Committees retained appoint a Councillor as the Presiding Member to enable more effective reporting back to Council in relation to Committee items and recommendations. “*
- “3. Require each Committee to set an annual meeting program which will be advertised to enable members of the public to attend.”*

As this is the first meeting of the Youth Advisory Council Committee since the 2017 local government elections, the Committee is required to elect a Youth Mayor from amongst themselves in accordance with section 5.12 of the *Local Government Act 1995*. The Acting Director Corporate and Community Services will call for nominations for the position of Presiding Member, and if necessary, conduct a ballot.

Outcome of the Meeting held 7 December 2017

The Acting Director Corporate and Community Services called for nominations for the position of Youth Mayor. The following members nominated:

1. Alex Tombleson
2. Dylan Fryer
3. Sean Smith
4. Aleczer Barber

The voting was done by secret ballot with the winner being the candidate with the most votes.

The results of the count were as follows:

- 1st Sean Smith
- 2nd Dylan Fryer
- 3rd Alex Tombleson
- 4th Aleczander Barber

Sean Smith was declared the Youth Mayor for the 2017-2019 term.

As the Youth Advisory Council Committee is a Youth Council, legislation applicable to Council apply and a Deputy Youth Mayor was required to be appointed.

The roles and responsibilities of the Deputy Mayor are outlined in the *Local Government Act 1995*:

2.9 *Role of the deputy mayor or deputy president*

The deputy mayor or deputy president performs the functions of the mayor or president when authorised to do so under section 5.34.

Section 5.34 states:

5.34 *When deputy mayors and deputy presidents can act*

If –

- (a) the office of mayor or president is vacant; or*
- (b) the mayor or president is not available or is unable or unwilling to perform the functions of the mayor or president,*

then the deputy mayor may perform the functions of mayor and the deputy president may perform the functions of president, as the case requires.

The Acting Director Corporate and Community Services called for nominations for the position of Deputy Youth Mayor. The following members nominated:

- 1. Alex Tombleson
- 2. Dylan Fryer
- 3. Aleczander Barber
- 4. Cassidy McGuire

The voting was done by secret ballot with the winner being the candidate with the most votes.

The results of the count were as follows:

- 1st Cassidy McGuire
- 2nd Dylan Fryer
- 3rd Aleczander Barber/Alex Tombleson

Cassidy McGuire was declared the Deputy Youth Mayor for the 2017-2019 term.

At this time the Acting Director Corporate and Community Services handed the Meeting over to the Youth Mayor.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

The Youth Mayor thanked all those Committee Members that applied for the position of Youth Mayor and Deputy Youth Mayor. He noted that everyone in Chambers was a Leader.

The Youth Mayor took time to congratulate the Deputy Youth Mayor, Cassidy McGuire and to welcome Cr Brown to the Committee.

It was noted that Silvana Garwood had resigned as Community Development Officer and would be leaving the City. The Youth Mayor thanked Silvana for her work with the Youth Advisory Council Committee and for advocating for the Committee. He wished her well.

4. Attendances

Committee Members:

Member Name	Representing
Alecander Barber	Youth Community
Bella Burgemeister	Youth Community
Dylan Fryer	Youth Community
Natareen Djeri Nganga	Youth Community
Stephen May	Youth Community
Cassidy McGuire	Youth Community
Meg Read	Youth Community
Sean Smith	Youth Community
Alex Tombleson	Youth Community
Sean van der Wielen	Youth Community

Ex-officio Members (non-voting):

Member Name	Representing
Cr Todd Brown	Councillor Representative

Support Staff:

Name	Title
Ms Sharon Chapman	Acting Director Corporate and Community Services
Ms Silvana Garwood	Community Development Officer
Ms Liz Allan	Executive Research and Project Officer

4.1 Apologies

Maddison Brunning, Georgina Dowd, Rhiannan Edwards and Matilda Wilson were apologies for the meeting.

Cr Morris was an apology for the meeting.

4.2 Approved Leave of Absence

Nil

5. Declaration of Interest

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member before the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.

Nil

6. Public Question Time

Not applicable

7. Confirmation of Minutes

The minutes of the Youth Advisory Council Committee Meeting held on 14 August 2017 had previously been distributed.

Executive Recommendation

The minutes of the Youth Advisory Council Committee Meeting held on 14 August 2017, are confirmed as a true and accurate record.

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Stephen May, seconded Cassidy McGuire.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That the Minutes of the Youth Advisory Council Committee Meeting held 14 August 2017 be confirmed as a true and correct record.

CARRIED

10 votes "for" / Nil votes "against"

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil

8.2 Presentations

Nil

8.3 Deputations

Nil

9. Method of Dealing with Agenda Business

10. Reports

10.1 YAC Achievements and Future Directions

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix 1: The YAC Effect

Summary

This item is to update the Youth Advisory Council Committee (YAC) on the status of YAC projects and of proposed future directions.

Executive Recommendation

That the Youth Advisory Council Committee members note the YAC achievements and Future Directions.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision making.

Background

There are strategies, events and programs with which the YAC are affiliated. This item is designed to outline these, their current status and future direction.

Council Policy Compliance

Not applicable

Legislative Compliance

Local Government Act 1995

Officer Comments

For the last 20 months YAC members have been engaged in various activities, such as:

- * Free skill development workshops, including: Event Planning, Media and Event Advertising, Newsletter Workshop, Photography and Video Workshops.
- * Planned, organised and delivered the SHIFT 2017. The six-day Festival was packed with free youth events, performances, live music, DJs, a movie night, food vans, a silent disco, a skateboarding competition and much more.

- * Established the Youth Connections network event. This event was developed to build a stronger connection among local organisations working with young people in our community. As well as, local community members who are passionate about youth.
- * Developed the YAC Effect (**attached** at Appendix 1). This strategy will provide the City of Bunbury and the youth with a clear direction to build on its foundation of success and achievements, including the YAC Vision, Mission and goals moving forward.
- * Developed a Youth Survey which received 186 responses from young residents from 12 to 25 years of age, which will feed into the City of Bunbury Strategic Community Plan.
- * Created a YAC Video to promote the Youth Advisory Council Committee and encourage participation. Dean Lomax delivered a workshop to teach YAC members basic skills on how to make creative videos. All YAC members participated in the video making.
- * Participated in the M8 the call can W8 TV commercial aimed at preventing mobile use in vehicles.
- * Delivered talks in high schools and colleges about YAC and the Bunbury Youth.
- * Participated and presented what Bunbury YAC is about and involved in at the YACtivate, Perth.
- * Participated in the development of the WA Youth Health Policy, as well as, the WA Youth Strategy Plan.

Moving forward:

- * All YAC program, activities and events will be in line with the YAC Effect Vision, Mission and goals.
- * YAC members will develop a two-year Working Plan as established in the YAC Effect.
- * SHIFT 2018 will be a one-day Festival. It is now in the planning stages by YAC members and will be delivered on April 14, 2018.
- * YAC members will develop a plan to run future Youth Connections.
- * YAC members will develop the informal meeting structure, roles and responsibilities.
- * Provide support to other youth organisations/groups as required.

Analysis of Financial and Budget Implications

Not applicable

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Alex Tombleson, seconded Alecander Barber.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That the Youth Advisory Council Committee members note the YAC achievements and Future Directions.

CARRIED

10 votes "for" / Nil votes "against"

10.2 Future Meeting Dates – Youth Advisory Council Committee

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Nil

Summary

The purpose of this report is for the committee to consider a program of future meeting dates for the Youth Advisory Council Committee.

Executive Recommendation

That:

1. The Committee annual meeting program be as follows:
 1. 4:30pm, Wednesday 7 March 2018
 2. 4:30pm, Wednesday 6 June 2018
 3. 4:30pm, Wednesday 5 September 2018
 4. 4:30pm, Wednesday 5 December 2019
 5. 4:30pm, Wednesday 6 March 2019
 6. 4:30pm, Wednesday 5 June 2019
 7. 4:30pm, Wednesday 4 September 2019
2. In accordance with Council Decision 335/13 these dates be advertised.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision making.

Background

At its meeting held 26 November 2013 Council decided (335/13):

Council Decision 335/13

“That Council:

1. *Request that the Committees retained appoint a Councillor as the Presiding Member to enable more effective reporting back to Council in relation to Committee items and recommendations.*
2. *Require that the Minutes of all Committees are to be provided to Council for noting with a separate report being provided on all items requiring a resolution of Council.*

3. *Require each Committee to set an annual meeting program which will be advertised to enable members of the public to attend.*
4. *Require all agendas for each of the Committees to be made available on the Council's website and distributed to all Councillors prior to each meeting.*
5. *Request that each of the Committees commence a review of their terms of reference in March 2015 to enable a complete review of the operations to be completed prior to the next Ordinary Elections."*

Council Policy Compliance

There is no Council Policy applicable to this report.

Legislative Compliance

Local Government Act 1995

Officer Comments

It is suggested that this committee meet quarterly from March 2018 until September 2019.

In keeping with the timing of this meeting, it is proposed to hold meetings at 4:30pm on the first Wednesday of March, June, September and December of each year. The schedule would therefore be:

- * 4:30pm Wednesday 7 March 2018
- * 4:30pm Wednesday 6 June 2018
- * 4:30pm Wednesday 5 September 2018
- * 4:30pm Wednesday 5 December 2019
- * 4:30pm Wednesday 6 March 2019
- * 4:30pm Wednesday 5 June 2019
- * 4:30pm Wednesday 4 September 2019

It is then proposed that the Working Group meetings occur on:

- * 10 January 2018
- * 7 February 2018
- * 4 April 2018
- * 2 May 2018
- * 4 July 2018
- * 1 August 2018
- * 3 October 2018
- * 7 November 2018

Analysis of Financial and Budget Implications

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

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Alex Tombleson, seconded Sean van der Wielen.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That:

1. The Committee annual meeting program be as follows:
 1. 4:30pm, Wednesday 7 March 2018
 2. 4:30pm, Wednesday 6 June 2018
 3. 4:30pm, Wednesday 5 September 2018
 4. 4:30pm, Wednesday 5 December 2019
 5. 4:30pm, Wednesday 6 March 2019
 6. 4:30pm, Wednesday 5 June 2019
 7. 4:30pm, Wednesday 4 September 2019
2. In accordance with Council Decision 335/13 these dates be advertised.

CARRIED

10 votes "for" / Nil votes "against"

10.3 Amendment to Terms of Reference – Youth Advisory Council Committee

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Nil

Summary

The purpose of this report is for the Committee to consider reviewing the Item 1.2 of the Terms of Reference “*Formation, meetings and general procedures*” for the Youth Advisory Council Committee.

Executive Recommendation

That the Committee recommend Council adopt the following general meeting procedures for the Youth Advisory Council:

1. Formation, meetings and general procedures
 - 1.1 The formation and conduct of the Bunbury Youth Advisory Council is to be as determined by the Bunbury City Council in accordance with the requirements of the Local Government Act 1995 and any other statutory requirements e.g. Section 20 of the City of Bunbury Standing Orders Local Law, except the requirement of the Standing Orders in relation to a ‘quorum’ for the meeting.
 - 1.2 The quorum for the meeting of the committee is set at 50% of the current offices (whether vacant or not).
 - 1.3 The term of membership on the committee shall be a two year period with membership reviewed and elections held for new members to coincide with biennial Local Government Elections
 - 1.4 Members shall act in the best interests of the committee and their represented organisation at all times.
 - 1.5 The committee will meet quarterly.
 - 1.6 Committee members will be relieved of the requirement to attend the quarterly meetings by requesting a leave of absence.
 - 1.7 Should a committee member fail to attend two consecutive meetings without a leave of absence or apology, unless the failure was due to a reason approved by the committee, their membership will be ceased subject to ratification of the committee.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision making.

Background

This report proposes the amendment of item 1.2 of the formation, meetings and general procedures, part of Terms of Reference for the Youth Advisory Council Committee.

Council Policy Compliance

Not applicable

Legislative Compliance

Local Government Act 1995

Officer Comments

The Council Officer recommends amending the quorum to be 50% of the committee members rather than a specific number. This would bring the Committee in line with other Committees of Council.

The Quorum for the Committee is being amended in accordance with Clause 5.19 of *the Local Government Act 1995* which states:

5.19. Quorum for meetings

The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.

Analysis of Financial and Budget Implications

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

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Stephen May, seconded Bella Burgemeister.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That the Committee recommend Council adopt the following general meeting procedures for the Youth Advisory Council:

1. Formation, meetings and general procedures
 - 1.1 The formation and conduct of the Bunbury Youth Advisory Council is to be as determined by the Bunbury City Council in accordance with the requirements of the Local Government Act 1995 and any other statutory requirements e.g. Section 20 of the City of Bunbury Standing Orders Local Law, except the requirement of the Standing Orders in relation to a 'quorum' for the meeting.
 - 1.2 The quorum for the meeting of the committee is set at 50% of the current offices (whether vacant or not).
 - 1.3 The term of membership on the committee shall be a two year period with membership reviewed and elections held for new members to coincide with biennial Local Government Elections
 - 1.4 Members shall act in the best interests of the committee and their represented organisation at all times.
 - 1.5 The committee will meet quarterly.
 - 1.6 Committee members will be relieved of the requirement to attend the quarterly meetings by requesting a leave of absence.
 - 1.7 Should a committee member fail to attend two consecutive meetings without a leave of absence or apology, unless the failure was due to a reason approved by the committee, their membership will be ceased subject to ratification of the committee.

CARRIED

10 votes "for" / Nil votes "against"

10.4 Application for Working with Children Checks

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
Attachments:	Nil

Summary

All members of the Youth Advisory Council Committee who are 18 years or over are required to obtain a Working with Children Check.

Executive Recommendation

That all YAC members who are over 18 years of age obtain a Working with Children Check.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision making.

Background

The Working with Children Check (WWC Check) is a compulsory screening strategy in Western Australia and the Christmas and Cocos (Keeling) Islands and is required by a person if they engage in certain paid or unpaid work with children, described as ‘child-related work’ under the *Working with Children (Criminal Record Checking) Act 2004*.

The WWC Check aims to protect children by:

- * deterring people from applying to work with children where they have a relevant charge or conviction on their criminal record that indicates they may harm a child;
- * detecting new charges and convictions of those people who hold a current WWC Card and preventing them from continuing to engage in child-related work where their criminal record and behaviour indicates they may harm a child; and
- * protecting children by creating awareness that safeguarding children is a whole of community responsibility.

Section 6(1)(a)(xii) of the *Working with Children (Criminal Record Checking) Act 2004* defines “child-related work” as:

“(1) Subject to subsection (3), work is child-related work if —

(a) *the usual duties of the work involve, or are likely to involve, contact with a child in connection with –“*

“(xii) a club, association or movement (including of a cultural, recreational or sporting nature and whether incorporated or not) with a significant membership or involvement of children, but not including an informal arrangement entered into for private or domestic purposes; or“

For the purposes of the *Working with Children (Criminal Record Checking) Act 2004* volunteers under 18 years of age are exempt from the legislation and not in child-related work.

Council Policy Compliance

Not applicable

Legislative Compliance

Working with Children (Criminal Record Checking) Act 2004
Local Government Act 1995

Officer Comments

Members of the Youth Advisory Council Committee are required to obtain a check under Section 6(1)(a)(xii) of the *Working with Children (Criminal Record Checking) Act 2004*.

Analysis of Financial and Budget Implications

The cost of a WWC is \$11 per application and this will be covered by the Support Youth Advisory Council Committee Budget.

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Dylan Fryer, seconded Cassidy McGuire.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That all YAC members who are over 18 years of age obtain a Working with Children Check.

CARRIED

10 votes “for” / Nil votes “against”

10.5 SHIFT 2018 – National Youth Week

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Nil

Summary

The Youth Advisory Council Committee (YAC) is responsible for delivering National Youth Week Activities in collaboration with the Community Development Team. As the Community Development Team are in planning phase for this coming year, it requested for YAC to consider, should the name 'SHIFT' be used for National Youth Week 2018, and to consider what the content of the event should be.

Executive Recommendation

That the Youth Advisory Council Committee continue to use the title 'SHIFT' for the 2018 National Youth Week Event and to consider what the content of the event should be.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision making.

Background

The SHIFT Youth Festival is becoming an annual, week-long youth festival held to coincide with National Youth Week. It is developed by the City of Bunbury YAC and was first delivered in 2015. The SHIFT presents an opportunity for the creative, social and intellectual contribution of young people to be recognised and celebrated by the wider community. The festival activities within this program are driven by the YAC, who assists in the planning and delivery of these events with the support of the City of Bunbury Community Development Team. The festival delivery is an opportunity for skill and leadership development for the young people in our community as well as a chance for young people to shape the creative content of our city.

Council Policy Compliance

Not applicable

Legislative Compliance

Local Government Act 1995

Officer Comments

The name 'SHIFT' is becoming recognised as our National Youth Week event and is gaining momentum. To keep this momentum and to allow for continual growth and flexibility within the event's content it is recommended YAC agree to keep the name 'SHIFT' for 2018.

Analysis of Financial and Budget Implications

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

Community Consultation

Consultation with all participating members from previous YAC committee was facilitated by Silvana Garwood, Community Development Officer and Allan Adams, Beyond IQ Director.

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Natareen Djeri Nganga, seconded Alex Tombleson.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That the Youth Advisory Council Committee continue to use the title 'SHIFT' for the 2018 National Youth Week Event and to consider what the content of the event should be.

CARRIED
10 votes "for" / Nil votes "against"

10.6 Code of Conduct

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
Attachments:	Appendix 2: Code of Conduct

Summary

Under the provisions of Section 5.103 of the *Local Government Act 1995*, “Every Local Government is to prepare and adopt a code of conduct to be observed by council members, committee members and employees”.

Executive Recommendation

That Youth Advisory Council Committee members, note the City of Bunbury Code of Conduct applies to all committee members as attached at Appendix 2.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision making.

Background

The City of Bunbury recently review and adopted the Terms of Conduct and which is applicable to all council committee members and employees.

Council Policy Compliance

Not applicable.

Legislative Compliance

All Local Governments are required to adopt a Code of Conduct provision of section 5.103 of the *Local Government Act 1995*.

Officer Comments

The Code sets out principles and standards of behaviour that Elected Members, Committee Members and employees must observe when performing their duties and is intended to promote accountability, ethical decision making, and encourage greater transparency and accountability in the City of Bunbury.

The Code of Conduct includes all legislative aspects as detailed in Part 9 of the *Local Government (Administration) Regulations 1996*. The Code is to be read in conjunction with the *Local Government Act 1995*, *Local Government (Rules of conduct) Regulations 2007* and *Local Government (Administration) Regulations 1996*.

It is important all YAC members read and absorbed the Code of Conduct.

Analysis of Financial and Budget Implications

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

Community Consultation

There is no community consultation impacting from the recommendations of this report.

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Stephen May, seconded Bella Burgemeister.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

That Youth Advisory Council Committee members, note the City of Bunbury Code of Conduct applies to all committee members as **attached** at Appendix 2.

CARRIED

10 votes "for" / Nil votes "against"

10.7 Greater Bunbury Youth Strategy

Applicant/Proponent:	Internal
Responsible Officer:	Silvana Garwood, Community Development Officer
Responsible Manager:	Sharon Chapman, Manager Community and Library Services
Executive:	Stephanie Addison-Brown , Director Corporate and Community
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Appendix 3: Community Safety and Crime Prevention Plan 2015-2020 Appendix 1: YAC Effect

Summary

In 2008 the City of Bunbury finalised a Community Safety and Crime Prevention Plan (CSCP) for 2008-2013. The CSCP has since been reviewed to cover the period 2015-2020. The objective of Item 4.2 within the CSCP is to develop ‘a Greater Bunbury Youth Strategy (GBYS) to form an alliance with neighbouring local governments and key youth agencies to develop and secure funding for the Greater Bunbury Youth Strategy, focusing on youth at risk across the region (**attached** at Appendix 3).

YAC members met at a Briefing Session on 29 November 2017 to discuss whether they felt there was a need to develop a GBYS. YAC members advised that they felt it was no longer necessary as they would be working on a strategies and outcomes from the YAC Effect that would encompass youth matters within the Bunbury region (**attached** at Appendix 1).

Executive Recommendation

The Youth Advisory Council Committee requests Council:

1. acknowledge that there is no longer a requirement, as detailed within the Community Safety and Crime Prevention Plan to develop a Greater Bunbury Youth Strategy; and
2. continue to support the work of the Youth Advisory Council by recognising the YAC Effect as the guiding document for youth related matters in Bunbury.

Strategic Relevance

Key Priority Area 5 Corporate
Objective 5.1 Facilitate community and stakeholder participation in decision-making

Background

In 2016 correspondence was sent to surrounding local governments seeking feedback regarding their interest in being part of a collaborative group to develop a GBYS. A meeting was later held with representatives from the City of Busselton and the Shires of Capel, Collie, Dardanup and Harvey to discuss their response. At this meeting all local government authorities in attendance agreed to the development of a Youth Strategy focused on the Greater Bunbury youth community, as ‘youth at risk’ was not seen as a Local Government responsibility and would be

better actioned by the subject matter experts in the community that develop direct programs and strategies targeting at risk youth.

The City of Busselton and the Shire of Capel have continued to express a general interest in developing an overall Youth Strategy encompassing all areas of youth services but have indicated they are not interested in developing a strategy that focuses on 'at risk youth' only. If the City decides to continue with this type of project, it would need to consider an allocation of further staff resources and funding.

In 2017 it was recognised by YAC members that there was a need for a guiding document to support members on the Bunbury YAC on future youth related endeavours. The purpose of this strategic document would be so that they can set overall goals and objectives and to develop an Operational Plan for the YAC members moving forward. It involved stepping back from the projects YAC has been supporting the last four (4) years and asking where YAC is headed and what its priorities should be, not only for YAC but also for the Bunbury youth.

On 20 May 2017 the Youth Advisory Council Committee (YAC) attended a workshop with Allan Adams, Director from Beyond IQ to develop a YAC Strategy. During this meeting YAC members developed a YAC Strategy, entitled '*The YAC Effect*'. This document was presented to Council at an Elected Member briefing meeting on 5 September 2017 and was well received by all in attendance. Since this time YAC members have commenced planning the development of their two (2) year Action Plan to support *The YAC Effect* goals and objectives. An overview of this Action Plan will be presented to Council once completed.

On 29 November 2017 YAC members met attended a YAC briefing session to discuss whether they felt there was a need to develop a GBYS. YAC members advised that they felt it was no longer necessary as they would be working on a strategies and outcomes from the YAC Effect that would encompass all youth matters within the Bunbury region.

Council Policy Compliance

Not applicable

Legislative Compliance

Local Government Act 1995

Officer Comments

In order to develop a successful strategic document, it is important to empower youth and allow them the opportunity, not only to participate in all stages of developing the strategy, but also to lead the development of such an important document. It was because of the aspiration by YAC members to develop a YAC Strategy Plan, that a workshop was facilitated by the City of Bunbury to discuss YAC members' ideas and future direction for their committee and the Bunbury youth. The YAC Effect was developed in consultation with the young people by an external facilitator with ideas generated by the youth in attendance. This has created a sense of ownership and pride and continues to motivate the youth as they move forward with other young people in their community.

Analysis of Financial and Budget Implications

At this stage, there are no known financial or budget implications associated with this recommendation. YAC will be working on an Operational Plan each year, with associated goals and objectives. This planning will be incorporated into the annual budget deliberations.

Community Consultation

There has been no community Consultation

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

Outcome of the Meeting held 7 December 2017

The recommendation (as printed) was moved Alex Tombleson, seconded Alecander Barber.

The Youth Mayor put the motion to the vote and it was adopted to become the Committee's decision on the matter.

Committee Decision

The Youth Advisory Council Committee requests Council:

1. acknowledge that there is no longer a requirement, as detailed within the Community Safety and Crime Prevention Plan to develop a Greater Bunbury Youth Strategy; and
2. continue to support the work of the Youth Advisory Council by recognising the YAC Effect as the guiding document for youth related matters in Bunbury.

CARRIED

10 votes "for" / Nil votes "against"

11. Applications for Leave of Absence

Not applicable to this committee.

12. Questions from Members

12.1 Response to Previous Questions from Members taken on Notice

Nil

12.2 Questions from Members

13. Urgent Business

Nil

14. Date of Next Meeting

Wednesday 7 March 2018

15. Close of Meeting

The Presiding Member closed the meeting at 5:10pm.