



Youth Advisory Council Committee

Notice of Meeting and Agenda 7 March 2018

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 Notice of Meeting

Dear Committee Members

The next Ordinary Meeting of the Youth Advisory Council Committee will be held in the *Council Chambers*, 2-4 Stephen Street, Bunbury, on 7 March 2018 at 4:30pm.

Signed:

Stephanie Addison-Brown

Director Corporate and Community Services

Agenda

7 March 2018

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.

Committee Members:

Member Name	Representing
Aleczauder Barber	Youth Community
Maddison Brunning	Youth Community
Bella Burgemeister	Youth Community
Georgina Dowd	Youth Community
Rhiannan Edwards	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
Matilda Wilson	Youth Community

Ex-officio Members (non-voting):

Member Name	Representing
Cr Todd Brown	Councillor Representative
Cr Sam Morris	Councillor Representative

Support Staff:

Name	Title
Ms Sharon Chapman	Manager Community and Library Services
Mr Michael Todd	Community Development Officer
Ms Liz Allan	Executive Research and Project Officer

1. Declaration of Opening

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

4. Attendances

4.1 Apologies

4.2 Approved Leave of Absence

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.

6. Public Question Time

Not applicable

7. Confirmation of Minutes

The Minutes of the meeting of the Youth Advisory Council Committee Meeting held 17 December 2017 had been circulated.

Recommendation

That the Minutes of the meeting of the Youth Advisory Council Committee Meeting held 17 December 2017 be approved.

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 General Update

Applicant/Proponent:	Internal
Responsible Officer:	Michael Todd, 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

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 General Update.

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

Over the last month the Community Development Officer has been focussing on the Community Lockers, engaging other councils, Early Years meetings and initiatives and the SHIFT Festival:

- * Alex Lahey is not able to headline for us at the SHIFT due as she will be playing at Groovin' the Moo four weeks later. Tired Lion, a young successful rock band, have been contacted and we are just waiting for paperwork to come through to confirm

- * SHIFT 2018 times have changed to Sunday 15th April between 1:00pm and 7:00pm due to lighting and security requirements. There is an item on SHIFT 2018 later in the agenda.

- * Investigations into possible types of community lockers is ongoing. The Community Development Officer visited City of Busselton their response to Community Lockers. During a recent trip to Sydney for other purposes the Community Development Officer reviewed Sydney's approach to community lockers. Information will be handed out at the meeting.

- * Met with community, local government authorities (Capel and Dardanup) and ECU stakeholders regarding the development of an Early Years Strategy which will be developed over the next six months. This strategy will support all stakeholders working together throughout the Bunbury Geographe Region to deliver early years services and programs.

Analysis of Financial and Budget Implications

Not applicable

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

10.2 SHIFT 2018 – Roles and Responsibilities

Applicant/Proponent:	Internal
Responsible Officer:	Michael Todd, 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 SHIFT festival will occur on Sunday 15 April 2018 between 1:00pm and 7:00pm as part of National Youth Week 2018.

The purpose of this report is for the Committee to accept the list of roles and responsibilities to be undertaken by Committee Members as part of SHIFT 2018.

Executive Recommendation

That the Youth Advisory Council Committee endorse the following roles and responsibilities in preparation for SHIFT 2018:

Role	Responsible Committee Member
Event Head	Cassidy McGuire
Site and Facilities Manager	Dylan Fryer Alex Tombleson
Marketing Manager	Rhiannan Edwards
Food/Mocktail Coordinator	Rhiannan Edwards
Activities Coordinator	Natareen Nganga Bella Burgemeister
Entertainment Coordinator	Sean Smith Alecander Barber
Sponsor Liaison	Sean van de Wielen Natareen Nganga
Stallholder Coordinator	Stephen May Maddy Brunning Tilly Wilson
Finance and Budget	Michael Todd

Strategic Relevance

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

Background

The SHIFT Youth Festival has previously been an annual, week-long youth festival held to coincide with National Youth Week. It was 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

There have been meetings with Members of the YAC to discuss the Roles and Responsibilities of YAC Members in the lead up to SHIFT 2018.

Once these are endorsed by the Committee, preparations can begin in earnest and further decisions can be made about who will undertake duties on the day.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications from this report.

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

10.3 YAC Representative on the Tokyo Talent Interview Panel

File Ref:	Internal
Responsible Officer:	Michael Todd, 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:	Nil

Summary

An approach has been made by the Senior Officer International Relations for a representative of the YAC to be part of the Interview Panel for the selection of students for the Tokyo Talent Tour

Executive Recommendation

That the Youth Advisory Council Committee Appoint _____ as the YAC representative on the Tokyo Talent Tour Interview Panel.

Strategic Relevance

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

Background

This tour, previously referred to as the Outgoing Goodwill Tour to Setagaya, is now known as the Tokyo Talent Tour. The City has a Sister City Relationship with Setagaya and each year there is both an incoming and outgoing tour.

Council Policy Compliance

Not Applicable

Legislative Compliance

Local Government Act 1995

Officer Comments

Applications have now opened. The tour will generally stay the same as in previous years with the introduction of specialist workshops.

The application process remains the same with the additional requirement of a 30 second video of the student's talent. Applications are due on 9 March 2018 with the interview date being Sunday 18 March 2018.

A Tour Leader is currently being recruited.

As all those applying for the Tour are youth, the Senior Officer International Relations has requested that the YAC endorse a representative from within itself to represent them on the Interview Panel.

Analysis of Financial and Budget Implications

Not applicable

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

10.4 Application for Working with Children Checks

Applicant/Proponent:	Internal
Responsible Officer:	Michael Todd, 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 (WWCC).

Executive Recommendation

That YAC members note that those over 18 years of age must obtain their Working with Children Checks in order to participate in SHIFT 2018.

Strategic Relevance

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

Background

The Working with Children Check (WWCC 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*.

At its meeting held 7 March 2018 the Youth Advisory Council Committee decided:

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

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 WWCC is \$11 per application and this will be covered by the Support Youth Advisory Council Committee Budget.

The Community Development Officer currently holds pre-signed forms for collection by Committee Members and funds are available to reimburse members once the Working with Children Check paperwork has been lodged and the receipt is provided.

It is important that the WWCC are obtained prior to SHIFT 2018.

Community Consultation

Not applicable

Councillor/Officer Consultation

Not applicable

Applicant Consultation

Not applicable

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

No questions had been received at the time of printing

13. Urgent Business

Nil

14. Date of Next Meeting

The next meeting of the Youth Advisory Committee will be held on 6 June 2018.

15. Close of Meeting