



## Youth Advisory Council Committee

### Notice of Meeting and Agenda 5 September 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.*

**City of Bunbury**  
4 Stephen Street  
Bunbury WA 6230  
Western Australia  
*Correspondence to:*  
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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 5 September 2018 at 4:30pm.



Signed:

**Stephanie Addison-Brown**

**Director Corporate and Community Services**

### Agenda

5 September 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
Aleczaider Barber	Youth Community
Maddison Brunning	Youth Community
Bella Burgemeister	Youth Community
Georgina Dowd	Youth Community
Rhiannan Edwards	Youth Community
Dylan Fryer	Youth Community
Natareen Njeri Nganga	Youth Community
Stephen May	Youth Community
Cassidy McGuire	Youth Community
Meg Read	Youth Community
Sean Smith	Youth Community
Sean van der Wielen	Youth Community
Matilda Wilson	Youth Community

**NB:** *Alex Tombleson has tendered his resignation from the Youth Advisory Council Committee*

*Ex-officio Members (non-voting):*

<b>Member Name</b>	<b>Representing</b>
Cr Todd Brown	Councillor Representative
Cr Sam Morris	Councillor Representative

*Support Staff:*

<b>Name</b>	<b>Title</b>
Ms Stephanie Addison-Brown	Director Corporate and Community Services
Ms Kerry Shaw	Senior Community Partnerships Officer
Ms Isabell Evans	Manager People & Place

**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 5 September 2018 had been circulated.

**Recommendation**

The minutes of the Youth Advisory Council Committee Meeting held on 6 June 2018, are confirmed as a true and accurate record.

**8. Petitions, Presentations and Deputations**

**8.1 Petitions**

Nil

**8.2 Presentations**

Danae Cornford of Happywhenfit will be presenting at the meeting.

Amanda Yip will be presenting on the 2019 Chinese New Year Event

**8.3 Deputations**

Nil

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

## 10. Reports

### 10.1 Community Partnerships Team

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Isabell Evans, Manager People & Place
<b>Responsible Manager:</b>	Stephanie Addison-Brown, Director Corporate and Community Services
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate and Community Services
<b>Authority/Discretion</b>	<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
<b>Attachments:</b>	Nil

#### Summary

The purpose of this report is to bring to the Youth Advisory Council Committee's attention new staffing structure within the Community Partnerships Team.

#### Executive Recommendation

That the Youth Advisory Council Committee note the report.

*Voting Requirement: Simple Majority*

#### Strategic Relevance

Theme 1 Our community and culture  
Goal A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.  
Objective 1.6: A community that provides for the particular needs of the young and the old.

#### Background

The previous Community Development Officer – Youth and Team Leader Community Development left the City earlier in 2018.

Following an internal desktop review and restructure (Community Development to Community Partnerships) the two vacant positions have been externally advertised and filled and the incoming officers have either commenced employment or will do so soon.

The new Senior Community Partnerships Officer role will be undertaken by Mrs Kerry Shaw, former Senior Library Officer – Programs & Projects at the Bunbury Libraries. Mrs Shaw commenced in the role on 22 August 2018.

The new Community Partnerships Officer – Youth & Activation role will be undertaken by Ms Danika Wellington whose previous role was at Bunbury Cathedral Grammar School.

**Council Policy Compliance**

Not applicable

**Legislative Compliance**

*Local Government Act 1995*

**Officer Comments**

The change from Community Development to Community Partnerships reflects Council's role in working first and foremost in partnership with the community rather than taking the lead role in developing it.

The Youth Advisory Council Committee (YAC) will work predominantly with the Community Partnerships Officer -Youth & Activation in the development and implementation of youth-focused events and initiatives.

The Senior Community Partnerships Officer role will take on a more strategic focus however will support the YAC in developing their two-year plan as identified in The YAC Effect.

The remaining Community Partnerships team role, Community Partnerships Officer – Disability & Seniors, continues to be occupied by the incumbent Mr Ryan Campbell.

**Analysis of Financial and Budget Implications**

Nil

**Community Consultation**

Nil

**Councillor/Officer Consultation**

Nil

**Applicant Consultation**

Nil

## 10.2 Resignation of Youth Advisory Council Committee Member

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Liz Allan, Executive Research and Project Officer
<b>Responsible Manager:</b>	Isabell Evans, Manager People & Place
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate and Community Services
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input checked="" type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

### Summary

This report is presented to the Youth Advisory Council Committee (YAC) to advise of the resignation of Alex Tombleson effective 19 April 2018 and to initiate the advertising process to fill this position.

### Executive Recommendation

That the Youth Advisory Council Committee request that Council:

1. Accept the resignation of Alex Tombleson from the Youth Advisory Council; and
2. Request the Chief Executive Officer thank Alex Tombleson in writing for his contributions.
3. Authorise the advertising of the vacant position as the Youth Advisory Council Committee.

*Voting Requirement: Simple Majority*

### Strategic Relevance

Theme 1 Our community and culture  
Goal A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.  
Objective 1.6: A community that provides for the particular needs of the young and the old.

### Background

The Youth Advisory Council Committee members were appointed following October 2017 Council Elections. Since this time the Committee has continued to perform its important role providing guidance to the Bunbury City Council on issues affecting the youth of the Bunbury Region.

Alex Tombleson has been Member of the Youth Advisory Council Committee since October 2015.



**Council Policy Compliance**

Not applicable

**Legislative Compliance**

*Local Government Act 1995*

**Officer Comments**

Due to other commitments YAC member Alex Tombleson will be unable to continue as an active member of this committee. Accordingly, Council is requested to accept his resignation.

YAC members are nine months into their two-year term and accordingly it is appropriate to commence the advertising process.

**Analysis of Financial and Budget Implications**

Nil

**Community Consultation**

Nil

**Councillor/Officer Consultation**

Nil

**Applicant Consultation**

Not applicable

### 10.3 Youth Health Awards

<b>Applicant/Proponent:</b>	Happywhenfit		
<b>Responsible Officer:</b>	Isabell Evans, Manager People & Place		
<b>Responsible Manager:</b>	Stephanie Addison-Brown, Director Corporate & Community Services		
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate and Community Services		
<b>Authority/Discretion</b>	<input checked="" type="checkbox"/> Advocacy	<input type="checkbox"/> Review	
	<input type="checkbox"/> Executive/Strategic	<input type="checkbox"/> Quasi-Judicial	
	<input type="checkbox"/> Legislative	<input type="checkbox"/> Information Purposes	
<b>Attachments:</b>	Nil		

#### Summary

Danae Cornford from Happywhenfit has approached Mayor Brennan regarding a Youth Health Awards proposal. This is now presented to the Youth Advisory Council Committee (YAC) for their consideration.

#### Executive Recommendation

That the Youth Advisory Council Committee:

1. Support the request for Happywhenfit and the Committee to co-coordinate a Youth Health Awards as part of National Youth Week 2018;
2. Agree that \_\_\_\_\_ represent the Committee on a Youth Health Video.

*Voting Requirement: Simple Majority*

#### Strategic Relevance

Theme 1	Our community and culture
Goal	A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.
Objective 1.6:	A community that provides for the particular needs of the young and the old.

#### Background

Danae Cornford from Happywhenfit contacted Mayor Gary Brennan earlier in 2018 regarding the potential for Council to co-host a youth health awards project with the intention to promote healthy living amongst Bunbury's young people. Originally suggested by the proponent to be included in Council's Australia Day Awards, Mayor Brennan indicated that it may be more appropriate for inclusion in the Youth Advisory Council's annual SHIFT Youth Festival.

The Awards are intended to include a film Happywhenfit are developing as part of their school health packages. Ms Cornford proposes that a YAC member be included in this film to speak about the ways in which Council can act as a support for youth health in the community, as well as how local young people can utilise Council services to achieve their health goals and be an active citizen.

The proposal is now presented to the YAC for consideration.

**Council Policy Compliance**

Council Policy: Media Statements

**Legislative Compliance**

*Local Government Act 1995*

**Officer Comments**

Youth health, particularly mental health, continues to be an important topic for both young people and adults, and any efforts to raise awareness and improve health statistics is considered a relevant worthy activity for the Youth Advisory Council.

Whilst general discussions regarding SHIFT 2019 have taken place a project plan has not been set and there is therefore potential for this proposal to be incorporated into the event.

When endorsing the Executive Recommendation YAC members should be aware that they are required to work with Happywhenfit to deliver the project. Council Officers will work with the YAC to develop and implement the project at all stages.

Any media activity or film inclusion will be on behalf of Council and therefore must comply with Council Policy: Media Statements.

**Analysis of Financial and Budget Implications**

Any expenditure will be allocated through the City's baseline youth activities budget.

**Community Consultation**

Nil

**Councillor/Officer Consultation**

Nil

**Applicant Consultation**

Danae Cornford will be presenting at the meeting.

#### 10.4 2019 Chinese New Year Festival

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Isabell Evans, Manager People and Place
<b>Responsible Manager:</b>	Stephanie Addison-Brown, Director Corporate and Community Services
<b>Executive:</b>	Stephanie Addison-Brown, Director Corporate and Community Services
<b>Authority/Discretion</b>	<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
<b>Attachments:</b>	Nil

#### Summary

Amanda Yip is the event organiser for the Chinese New Year Festival. She has contacted a Youth Advisory Council Committee (YAC) member regarding YAC involvement in the event. This report is presented to the YAC to consider said involvement.

#### Executive Recommendation

That the Youth Advisory Council Committee agree to support the 2019 Chinese New Year Festival by providing advice to ensure that the event is appealing to young people.

*Voting Requirement: Simple Majority*

#### Strategic Relevance

Theme 1 Our community and culture  
Goal A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.  
Objective 1.6: A community that provides for the particular needs of the young and the old.

#### Background

Amanda Yip has organised the Chinese New Year Festival in Bunbury for a number of years now, supported by funding from the City's Annual Grant Funding Round.

Ms Yip has contacted Youth Advisory Council Committee member Bella Burgemeister regarding the group supporting the delivery of the 2019 event and encouraging youth participation. Ms Burgemeister has informed the City that Ms Yip's event is aiming to be inclusive of the whole community and she has approached the City to seek advice from YAC.

Ms Yip will present on the event at the meeting.

#### Council Policy Compliance

Not applicable

### **Legislative Compliance**

*Local Government Act 1995*

### **Officer Comments**

The 2019 Chinese New Year Festival will be held on Saturday 2 February 2019. It is considered by staff to be a well-run event that is actively growing each year, with a move in location from the Stirling Street Arts Centre to the Bunbury CBD in 2019 expected to attract more patrons.

Staff are of the opinion that Youth Advisory Council Committee (YAC) involvement in the event, in terms of ensuring it is appealing to young people, is an appropriate YAC exercise.

### **Analysis of Financial and Budget Implications**

There are no financial or budgetary implications from this report.

### **Community Consultation**

Nil

### **Councillor/Officer Consultation**

Nil

**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**

The next meeting of the Youth Advisory Committee will be held on 5 December 2018.

**15. Close of Meeting**