



Youth Advisory Council Committee

Minutes

2 December 2020

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
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Bunbury WA 6230
Western Australia

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Acknowledgement of Country

We acknowledge the Traditional owners of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and emerging.

Vision

Celebrating and advocating young people and their communities.

Mission

We challenge expectations and assumptions, activate places and spaces, and empower young people to have a voice.

Youth Advisory Council Committee

Minutes

2 December 2020

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 Senior Community Partnerships Officer declared the meeting open at 4:02pm.

Please note the Youth Advisory Council Committee decision from the meeting held 25 November 2019 which endorsed a rotational Presiding Member as part of a 12-month trial.

The trial period has now ended and therefore the Committee will elect a Youth Mayor from amongst themselves in accordance with section 5.12 of the *Local Government Act 1995* and Council Decision 335/13 from the Ordinary Meeting held on 26 November 2013

The Acting Senior Community Partnerships Officer will call for nominations for the position of Presiding Member, and if necessary, conduct a ballot.

Outcome of the Meeting held 2 December 2020

The Acting Senior Community Partnerships Officer called for nominations for the position of Youth Mayor. The following members nominated:

1. Luka Coulson
2. Sean van der Wielen

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:

1. Sean van der Wielen
2. Luka Coulson

Sean van der Wielen was declared the Youth Mayor for the remainder of the term to October 2021.

As the Youth Advisory Council Committee is a Youth Council, legislation applicable to Council applies 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 Senior Community Partnerships Officer called for nominations for the position of Deputy Youth Mayor. The following members nominated:

1. Luka Coulson
2. Carl McIntyre

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:

1. Luka Coulson
2. Carl McIntyre

Luka Coulson was declared the Deputy Youth Mayor for the remainder of the term to October 2021.

At this time the Acting Senior Community Partnerships Officer handed the Meeting over to the Youth Mayor.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

The Presiding Member thanked the Youth Advisory Council Committee for electing him Youth Mayor and congratulated Luka Coulson on being appointed Deputy Mayor.

The Presiding Member took the opportunity to note the resignation of Ella Quick from the Committee and to offer his thanks to Ella the time she serviced.

Lastly, the Presiding Member noted that 2020 had been a tough year, particularly with reference to the COVID-19 Pandemic and congratulated the Committee for coming through this difficult time.

4. Attendances

Committee Members:

Member Name	Representing
Bella Burgemeister	Youth Community
Luka Coulson	Youth Community
Dylan Fryer	Youth Community
Olivia Little	Youth Community
Casey Sutton	Youth Community
Will Tuck	Youth Community
Sean van der Wielen	Youth Community

Ex-officio Members (non-voting):

Member Name	Representing
Cr Chris Plumb	Councillor Representative
Cr Karen Turner	Councillor Representative

Support Staff:

Name	Title
Steven De Meillon	Team Leader Community Partnerships
Danika Wellington	Acting Senior Community Partnerships Officer
Toby Blyth	Trainee Community Partnerships
Liz Allan	Executive Assistant (Research and Projects) to the Director Sustainable Communities

4.1 Apologies

Carl McIntyre, Lillian Wilson, Hanna Moyle, Teagan Pesce and Sean Smith were apologies for the meeting.

The Director Sustainable Communities and the Manager Community Services were apologies for the meeting.

Rylee Hewitt was absent from 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 <u>before</u> 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.
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Nil

6. Public Question Time

Not applicable to this Committee.

7. Confirmation of Minutes

The Minutes of the Youth Advisory Council Committee Meeting held 2 September 2020 had been circulated.

Recommendation

That the Minutes of the Youth Advisory Council Committee Meeting held 2 September 2020 be confirmed as a true and correct record.

Outcome of the Meeting held 2 December 2020

The recommendation (as printed) was moved Will Tuck, seconded Bella Burgemeister.

The Presiding Member 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 2 September 2020 be confirmed as a true and correct record.

CARRIED

7 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

Business will be dealt with in the order that it appears.

10. Reports

10.1 Resignation of Youth Advisory Council Committee Member

File Ref:	COB/526
Applicant/Proponent:	Internal
Responsible Officer:	Danika Wellington, Acting Senior Community Partnerships Officer
Responsible Manager:	Sarah Upton, Manager Community Services
Executive:	Gary Barbour, Director Sustainable Communities
Authority/Discretion:	<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
Attachments:	Appendix 1: Resignation Letter - Ella Quick

Summary

The purpose of this report is to advise the Youth Advisory Council Committee (YAC) of the resignation of Ella Quick (**attached** at Appendix 1) and to refer this matter to Council for endorsement of appointment of a new YAC Member to fill the vacant position on the Committee.

Executive Recommendation

That the Youth Advisory Council Committee request that Council:

1. Accept the resignation of Ella Quick from the Youth Advisory Council Committee.
2. Request the Chief Executive Officer formally thank Ella Quick for her contribution in writing.
3. Request the Chief Executive Officer offer the vacant position to the next highest ranked candidate as outlined in the Confidential Matrix provided to the 4 August 2020 Council Meeting.
4. Approve any subsequent vacancies on this Committee which may occur prior to October 2021 be filled through the Confidential Matrix provided to the 4 August 2020 Council Meeting.

Voting Requirement: Absolute 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

Regional Impact Statement

The Youth Advisory Council Committee is comprised of members from the Greater Bunbury Region to represent the surrounding local government areas of Capel, Dardanup and Harvey.

Background

Following the resignation of two Youth Advisory Council Committee (YAC) members earlier this year, advertising for vacant positions was undertaken from 25 May to 18 June 2020. Four positions had been left vacant at the time of appointment of the new Committee at the last Council election period in October 2019. The six vacant positions were advertised and filled (Council Decision 175/20). Thirteen nominations were received and therefore six young people were unsuccessful.

Council Policy Compliance

Not applicable.

Legislative Compliance

Local Government Act 1995

Officer Comments

Due to advertising for recruitment of the previous vacancies having occurred so recently, it would be more efficient for both applicants and staff to utilise the unsuccessful applications received during the last call nomination period. There were many suitable nominations received and any of the young people who applied would make a valuable addition to the YAC team.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications associated with this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Within five working days of the Council Meeting.

Outcome of the Meeting held 2 December 2020

The recommendation (as printed) was moved Bella Burgemeister, seconded Will Tuck.

The Presiding Member 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 request that Council:

1. Accept the resignation of Ella Quick from the Youth Advisory Council Committee.
2. Request the Chief Executive Officer formally thank Ella Quick for her contribution in writing.
3. Request the Chief Executive Officer offer the vacant position to the next highest ranked candidate as outlined in the Confidential Matrix provided to the 4 August 2020 Council Meeting.
4. Approve any subsequent vacancies on this Committee which may occur prior to October 2021 be filled through the Confidential Matrix provided to the 4 August 2020 Council Meeting.

CARRIED

7 votes "for" / Nil votes "against"

10.2 Shift Youth Festival

File Ref:	COB/526
Applicant/Proponent:	Internal
Responsible Officer:	Danika Wellington, Acting Senior Community Partnerships Officer
Responsible Manager:	Sarah Upton, Manager Community Services
Executive:	Gary Barbour, Director Sustainable Communities
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 checked="" type="checkbox"/> Information Purposes
Attachments:	Appendix 2: Shift by the Bay 2020 Operational Report Appendix 3: Shift by the Bay 2020 Event Review

Summary

The purpose of this report is for the Youth Advisory Council Committee to note the positive outcomes from the rescheduled Shift Youth Festival event held on Saturday 10 October 2020 – Shift by the Bay.

Executive Recommendation

That the Youth Advisory Council Committee note the information presented in this 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 1.4	Arts, culture, heritage and events that enrich our understanding and enjoyment of life, celebrate our identity and bring the community together
Objective 1.6	A community that provides for the particular needs of the young and the old

Regional Impact Statement

Shift by the Bay was an opportunity for the Bunbury Geographe region to come together and celebrate young people in a fun environment free from alcohol, drugs and smoking.

The coronavirus pandemic has affected the entire country with restrictions to events with cancellations of events over the past few months, and this event was a great way to bring the community back together while providing an opportunity for social connection and inclusion.

Background

The Shift Youth Festival is the City's annual youth event delivered by the Youth Advisory Council Committee (YAC) in collaboration with the Community Partnerships team. Usually held in April during Youth Week, Shift is a platform where the entire community can celebrate young people and their valuable contributions to our community. Due to COVID-19 restrictions, the event was postponed and rescheduled to occur in October 2020. The rescheduled event was renamed

Shift by the Bay to reflect key changes to the event format and location, being held at Koombana Bay from 3:00pm until sunset.

Council Policy Compliance

Not applicable.

Legislative Compliance

Local Government Act 1995

Officer Comments

Shift by the Bay was a great event to bring the community together after the lessening of COVID-19 restrictions. The rescheduled event brought with it a new format and new venue that was well received by the community with an estimated 5,000 people attending across the day.

Shift by the Bay provided a platform for local service providers to reach and engage with young people and the wider community. The use of engaging activities ensured that interactions were positive and encouraged indirect information sharing to equip young people with resources or skills they may need in the future. Having the Dinner at Dusk Food Truck Festival run simultaneously provided mutual benefits and was well-received by the public. The Southern Ports Authority sponsorship of \$3,500 was appreciated and provided mini golf, a mechanical surfboard and a rock-climbing wall. The full list of activities and participating organisations is available in the Shift by the Bay Operational Report **attached** at Appendix 2.

One of the key positive outcomes was the inclusivity of the event. Activities and event spaces were specifically designed to be accessed by everyone, which encouraged people of all abilities and ages to attend and be able to enjoy the event.

Young people were involved at all levels with the event being delivered in collaboration with the Youth Advisory Council Committee (YAC). Engaging young people in the organising and execution of Shift by the Bay not only ensures it is an event that meets the needs of local youth, but also allows young people the opportunity to learn new skills and expand their own networks. Other young people were supported by utilising emerging performers and businesses as well as providing a volunteer opportunity. The efforts of YAC members in the lead up and on the day were appreciated by the community who were excited for one of the first major events held since COVID-19 disruptions.

After the success of the new format event and hosting an event debrief, the Youth Advisory Council Committee have decided to hold the 2021 Shift Youth Festival/Shift by the Bay event at a similar time next year (October school holidays) and continue with the same venue and format. A summary of the review conducted post-event to assist in the delivery of future events is **attached** at Appendix 3.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications associated with this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

Outcome of the Meeting held 2 December 2020

The recommendation (as printed) was moved Bella Burgemeister, seconded Casey Sutton.

The Presiding Member 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 note the information presented in this report.

CARRIED

7 votes "for" / Nil votes "against"

10.3 Community Lockers Review

File Ref:	COB/526
Applicant/Proponent:	Internal
Responsible Officer:	Danika Wellington, Acting Senior Community Partnerships Officer
Responsible Manager:	Sarah Upton, Manager Community Services
Executive:	Gary Barbour, Director Sustainable Communities
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 checked="" type="checkbox"/> Information Purposes
Attachments:	Appendix 4: Community Engagement Plan for Community Lockers Review 2020-21

Summary

The purpose of this report is for the Youth Advisory Council Committee (YAC) to note the commencement of a review into the community lockers.

Executive Recommendation

That the Youth Advisory Council Committee endorse the community engagement plan (attached at Appendix 4).

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 1.1 A community where people are safe and feel safe

Regional Impact Statement

The City of Bunbury has received numerous requests from nearby local governments about the success of the community lockers and information to assist them in installing lockers in their local government authority (LGA). This review will ensure that the information we provide is accurate and informative.

The community lockers also provide a safe and secure location for visitors to the region to store their belongings while they are in the area.

Background

In 2017 Bunbury Youth Advisory Council member, Bella Burgemeister, campaigned for the installation of lockers throughout Bunbury, specifically to support people experiencing homelessness. Two sets of lockers were installed in 2018 at the Grahame Bricknell Music Shell and the In-town Lunch Centre. This was supported by Council at the 12 December 2017 Ordinary Council Meeting (Council Decision 442/17).

The community lockers have now been in place for two years and the Community Partnerships team continues to receive questions from other organisations and LGAs wishing to install them in their own towns or cities. The review enables the City of Bunbury to gather and provide accurate information about the lockers and their effectiveness.

Council Policy Compliance

Not applicable.

Legislative Compliance

Local Government Act 1995

Officer Comments

The Community Partnerships Team in partnership with the Youth Advisory Council have developed a Community Engagement Plan to ensure key stakeholders have the opportunity to provide feedback and are kept informed (**attached** at Appendix 4).

Information collected as part of the consultation process will be used to develop a report that will be presented to this Committee for review. This will include a recommendation to develop a guide for external organisations and LGAs with key information to install lockers in their own jurisdiction.

All YAC members are covered under the City of Bunbury's insurance policy as they are explicitly listed as a covered person(s): "Members of any Committees". Parental permission has been sought from YAC members under 18 years.

Any consultations with people experiencing homelessness will be done as a group to minimise any health and safety risks with a briefing prior to ensure adequate risks and controls identified. The City's Community Safety and Crime Prevention Officer will accompany staff and YAC members for the consultation as she has undertaken specific homelessness training and is knowledgeable about the rough sleepers in Bunbury.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications associated with this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

Outcome of the Meeting held 2 December 2020

The recommendation (as printed) was moved Bella Burgemeister, seconded Dylan Fryer.

The Presiding Member 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 note the information presented in this report.

CARRIED

7 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

Nil

13. Urgent Business

Nil

14. Date of Next Meeting

The next meeting of the Youth Advisory Council Committee will be held on 3 March 2021.

15. Close of Meeting

The Presiding Member closed the meeting at 4:51pm.