



## Youth Advisory Council Committee

### Minutes

2 June 2021

#### 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  
*Correspondence to:*  
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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 June 2021

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 Presiding Member declared the meeting open at 4:34pm.

#### 2. Disclaimer

Not applicable to this committee.

#### 3. Announcements from the Presiding Member

The Youth Mayor thanked the Committee for their help with the Youth Week Event.

Special thanks were proffered to Sean Smith for his service during his time on the Youth Advisory Committee.

The Youth Mayor noted that he would be attending the Bunbury Rotary Club Meeting in late June with Danika Wellington.

#### 4. Attendances

*Committee Members:*

Member Name	Representing
Sean van der Wielen	Presiding Member
Bella Burgemeister	Youth Community
Dylan Fryer	Youth Community
Olivia Little	Youth Community
Hannah Moyle	Youth Community
Teagan Pesce	Youth Community

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

Member Name	Representing
Cr Karen Turner	Councillor Representative

*Support Staff:*

Name	Title
Danika Wellington	Senior Community Partnerships Officer
Liz Allan	Executive Assistant (Research and Projects) to the Director Sustainable Communities

#### 4.1 Apologies

Rebekkah Green, Rylee Hewitt, Carl McIntyre, Casey Sutton, Cr Plumb, Gary Barbour, Sarah Upton and Steve de Meillon were apologies for the meeting.

Luka Coulson, Will Tuck and Lillian Wilson were 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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#### 6. Public Question Time

#### 7. Confirmation of Minutes

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

##### **Recommendation**

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

### **Outcome of the Meeting held 2 June 2021**

The recommendation (as printed) was moved Bella Burgemeister, seconded Olivia Little.

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 December 2020 be confirmed as a true and correct record.

CARRIED

6 votes "for" / Nil votes "against"

## **8. Petitions, Presentations and Deputations**

### **8.1 Petitions**

Nil

### **8.2 Presentations**

A presentation was made to the Youth Advisory Council Committee by Colleen Smythe, Project Coordinator of the Youth Precinct.

Colleen spoke to the project and outlined the changes which had been made to ensure that the Project would be deliverable within the funds available to the City.

### **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

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Senior Community Partnerships Officer
<b>Responsible Manager:</b>	Sarah Upton, Manager Community Services
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<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>	Appendix 1: Sean Smith Resignation Letter

#### Summary

The purpose of this report is to note the resignation of Sean Smith from the Youth Advisory Council Committee.

#### Executive Recommendation

That the Youth Advisory Council Committee request that Council:

1. Accept the resignation of Sean Smith from the Youth Advisory Council Committee.
2. Request the Chief Executive Officer formally thanks Sean Smith for his contribution in writing.

*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

#### Regional Impact Statement

The Youth Advisory Council Committee comprises of members from the Greater Bunbury region to represent Bunbury and its surrounding local government authorities of Capel, Dardanup and Harvey.

#### Background

At the Ordinary Council Meeting held 9 February 2021 (Council Decision 9/21), Council agreed to fill any subsequent vacancies on the Youth Advisory Council that may occur prior to October 2021 utilising the rankings from the nomination period held in June to August 2020.

Therefore, the City will offer the position to the next highest ranked applicant and provide a formal letter of appointment.

**Council Policy Compliance**

Not applicable

**Legislative Compliance**

*Local Government Act 1995*

**Officer Comments**

Sean Smith has served on YAC since 2013 which included six years as Youth Mayor. Sean has been instrumental in the development of the current YAC with accolades including the establishment of the Shift Youth Festival and supporting the development of Bunbury's Youth Precinct.

Sean has relocated to Kalgoorlie after securing a Youth Development role at the City of Kalgoorlie-Boulder.

**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**

A report will be prepared for the Ordinary Council Meeting held on 6 April 2021.

**Outcome of the Meeting held 2 June 2021**

The recommendation (as printed) was moved Bella Burgemeister, seconded Hannah Moyle.



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 Sean Smith from the Youth Advisory Council Committee.
2. Request the Chief Executive Officer formally thanks Sean Smith for his contribution in writing.

CARRIED

6 votes "for" / Nil votes "against"

## 10.2 YAC's Strategy Map

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Danika Wellington, Senior Community Partnerships Officer
<b>Responsible Manager:</b>	Sarah Upton, Manager Community Services
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<b>Authority/Discretion</b>	<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
<b>Attachments:</b>	Appendix 2: Youth Advisory Committee Strategy Map 2021

### Summary

The purpose of this report is for the Youth Advisory Council Committee (YAC) to endorse YAC's Strategy Map (**attached** Appendix 2).

### Executive Recommendation

That Youth Advisory Council Committee endorse YAC's Strategy Map (**attached** at Appendix 2).

*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
- Theme 4 Our City  
Goal Civic leadership, partnerships and sound governance in delivering with and for the community  
Objective 4.1 A passionate advocate for the community, with strong partnerships to amplify the outcomes that can be achieved

### Regional Impact Statement

The Youth Advisory Council Committee comprises of members from the Greater Bunbury region to represent surrounding shires of Capel, Dardanup and Harvey.

### Background

The Youth Advisory Council Committee (YAC) developed the YAC Effect in 2017 which is overdue for revision.

The City's new Strategy team has been working with Elected Members and City staff to develop a clear vision and strategy for the organisation. To ensure YAC aligned with this as a Committee of Council, as well as to give members clarity and purpose, YAC members underwent a similar process to develop their Strategy Map (**attached** at Appendix 2). This Strategy Map will now replace the YAC Effect.

### **Council Policy Compliance**

Not applicable

### **Legislative Compliance**

*Local Government Act 1995*

### **Officer Comments**

YAC developed their vision and mission in 2019 and the current committee expressed that it still reflected their purpose and direction. YAC workshopped with the City's Strategy team to establish their key drivers, success factors, strategies and objectives for 2021 as outlined in the Strategy Map (**attached** at Appendix 1). YAC members were actively involved in discussions around issues affecting young people and what role they play in the community to ensure the decisions reflected the needs of Bunbury's youth.

YAC will now plan and deliver initiatives and events that align with their Strategy Map alongside the Community Partnerships 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**

An initial Strategic Planning Workshop was held on 11 December 2020 at the Bunbury Library with YAC members with the City's Team Leader Strategy to develop YAC's Strategy Map (**attached** at Appendix 2). This was further supported with meetings on 3 February 2021 and 17 February 2021 with YAC members and Community Partnership staff.

### **Timeline: Council Decision Implementation**

Not applicable

### **Outcome of the Meeting held 2 June 2021**

The recommendation (as printed) was moved Olivia Little, seconded Hannah Moyle.

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 Youth Advisory Council Committee endorse YAC's Strategy Map (attached at Appendix 2).

CARRIED

6 votes "for" / Nil votes "against"

### 10.3 Community Lockers Review

<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Danika Wellington, Senior Community Partnerships Officer
<b>Responsible Manager:</b>	Sarah Upton, Manager Community Services
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<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 checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Appendix 3: Community Lockers Review 2020-21 Appendix 4: Community Lockers Information Sheet

#### Summary

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

#### Executive Recommendation

That the Youth Advisory Council Committee note the:

- \* Community Lockers Review 2020-21 (**attached** at Appendix 3)
- \* Community Lockers Information Sheet (**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.

A review was conducted from late 2020 to early 2021 to evaluate the perception of the lockers, to identify any opportunities for improvement and develop an information guide for external organisations and other local government authorities (LGAs).

#### **Council Policy Compliance**

Not applicable

#### **Legislative Compliance**

*Local Government Act 1995*

#### **Officer Comments**

The Community Partnerships Team in partnership with the Youth Advisory Council consulted with key stakeholders to inform the review (**attached** at Appendix 3), including going out to talk to users of the community lockers to receive feedback.

As part of the review, it was recommended that a guide for external organisations and LGAs with key information to install lockers in their own jurisdiction. This is in response to the high number of enquiries sent to staff and YAC members requesting more information on the lockers. The information sheet will be made available on the website and as requests are made to staff (**attached** at Appendix 4).

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

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

#### **Community Consultation**

Community consultation was undertaken as per the Community Engagement Plan presented at the 2 December 2020 meeting.

#### **Councillor/Officer Consultation**

Not applicable

#### **Applicant Consultation**

Not applicable

#### **Timeline: Council Decision Implementation**

Not applicable

**Outcome of the Meeting held 2 June 2021**

The recommendation (as printed) was moved Dylan Fryer, 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 Youth Advisory Council Committee endorse YAC's Strategy Map (attached at Appendix 2).

CARRIED

6 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**

The next meeting of the Youth Advisory Council Committee will be held on 1 September 2021.

**15. Close of Meeting**

The Presiding Member closed the meeting at 4:43pm.