



Youth Advisory Council Committee

Minutes

25 November 2019

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:
Post Office Box 21
Bunbury WA 6231

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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

25 November 2019

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 meeting was declared open at 4:34pm.

As this was the first meeting of the Youth Advisory Council since the 2019 Local Government elections, the Committee is required to elect a Presiding Member from amongst themselves in accordance with Section 5.12 of the *Local Government Act 1995*.

It was recommended that the Committee appoint a rotational Presiding Member in order to provide equal opportunity for returning and new members. It will also strengthen the group dynamics, create shared responsibility and develop all members' skillsets. A review at 12 months will be undertaken whereby one Presiding Member will be appointed for the remainder of the term.

Nominations for the remaining three rotational Presiding Members (March through to December 2020) will be presented and endorsed at the next formal meeting on 4 March 2020.

Recommendation:

That the YAC appoint _____ as Presiding Member for the period 25 November 2019 through 4 March 2020.

Outcome of the Meeting held 25 November

The recommendation was moved Sean Smith, seconded Bella Burgemeister.

Committee Decision

That the YAC appoint Sean van der Wielen as Presiding Member for the period 25 November 2019 through 4 March 2020.

CARRIED

9 votes "for" / Nil votes "against"

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

Presiding Member Sean van der Wielen thanked all Youth Advisory Council Committee members for their nomination and looks forward to working with them all. He also thanked Cr Plumb and Cr Turner for nominating to be the Council representatives for the Committee.

4. Attendances

Committee Members:

Member Name	Representing
Bella Burgemeister	Youth Community
Dylan Fryer	Youth Community
Rylee Hewitt	Youth Community
Olivia Little	Youth Community
Conor Prout	Youth Community
Ella Quick	Youth Community
Sean Smith	Youth Community
Will Tuck	Youth Community
Sean van der Wielen	Youth Community

Ex-officio Members (non-voting):

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

Support Staff:

Name	Title
Mr Gary Barbour	Director Sustainable Communities
Mrs Kerry Shaw	Senior Community Partnerships Officer
Ms Danika Wellington	Community Partnerships Officer – Youth & Activation

4.1 Apologies

Jade Allen and Isabell Evans, Manager People & Place were apologies.

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 Minutes 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 Youth Advisory Council Committee Meeting held 4 September 2019 had been circulated.

Recommendation

That the Minutes of the Youth Advisory Council Committee Meeting held 4 September 2019 be confirmed as a true and correct record.

Outcome of the Meeting held 25 November 2019

The recommendation (as printed) was moved Sean Smith, seconded Bella Burgemeister.

Committee Decision

That the Minutes of the Youth Advisory Council Committee Meeting held 4 September 2019 be confirmed as a true and correct record.

CARRIED

9 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 Minutes Business

10. Reports

10.1 Youth Precinct Concept Design

Applicant/Proponent:	Internal
Responsible Officer:	Danika Wellington, Community Partnerships Officer – Youth & Activation
Responsible Manager:	Isabell Evans, Manager People and Place
Executive:	Gary Barbour, Director Sustainable Communities
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:	Appendix 1: Youth Precinct Concept Design Appendix 2: Community Engagement Summary for Bunbury Youth Precinct Appendix 3: Community Engagement Summary for Bunbury Youth Precinct Concept Design Appendix 4: Youth Precinct Community Engagement & Program Appendix 5: Youth Precinct Concept Design Cost Breakdown

Summary

The purpose of this report is for the Youth Advisory Council Committee (YAC) to consider the final Youth Precinct Concept Design (**attached** at Appendix 1) following extensive community consultation.

Executive Recommendation

That the Youth Advisory Council Committee:

- 1) Endorse the Youth Precinct Concept Design (**attached** at Appendix 1); and
- 2) Recommend that Council endorse the Concept Design.

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 1.2	An active community, able to access a wide range of sporting, recreation and leisure options
Objective 1.6	A community that provides for the particular needs of the young and the old

Regional Impact Statement

The Youth Precinct will become a destination park that will be a drawcard for locals and tourists alike, offering a central location for young people to socialise and interact with other young people in the Bunbury Geographe region.

The community engagement process was open to all potential users including residents outside of the City Bunbury and in particular those of the surrounding Shires of Harvey, Dardanup and Capel.

Background

The Youth Advisory Council Committee was appointed as the Steering Committee for the community engagement portion of the Youth Precinct project at the 16 April 2019 Ordinary Council Meeting (Council Decision 034/19). At this meeting; and as part of the same Council Decision; Council endorsed Lot 681 (commonly referred to as Luciana Park) as the preferred site for a new Youth Precinct in Bunbury.

Following a request for quote process, Playce Pty Ltd were appointed as the concept design and community engagement consultants in mid-August 2019. Playce is an award-winning company specialising in creating fun and inclusive spaces for people of all ages, boasting a long list of unique skateparks, play spaces and youth precincts that have been designed and delivered across Australia.

Extensive community engagement was undertaken by Playce in regards to the design process with significant public input obtained as outlined in the Community Engagement Summary for Bunbury Youth Precinct (**attached** at Appendix 2). The initial community engagement occurred 2 September to 6 September 2019 followed by consultation around the draft design on 16 October 2019.

Council Policy Compliance

Not applicable.

Legislative Compliance

Not applicable.

Officer Comments

The Youth Precinct Concept Design (**attached** at Appendix 1) was developed by Playce after extensive community engagement. The initial consultation was co-designed with the Youth Advisory Council Committee and captured almost 600 people through an online survey, high school and primary school visits, pop-ups and workshops (see Community Engagement Summary for Bunbury Youth Precinct as **attached** at Appendix 2). Key stakeholder groups including Bunbury Needs a New Skatepark Committee and the Co-Design Access Panel were considered as part of this consultation.

Playce then used this information to develop a draft concept design, which they presented to the community on 16 October 2019 through two workshops, an online survey and pop-up displays. For further information please see Community Engagement Summary for Bunbury Youth Precinct Concept Design (**attached** at Appendix 3).

The City has had preliminary discussions with Lotterywest regarding a grant to fund the construction stage of the Youth Precinct. Lotterywest have advised that they support an application being submitted. The City will submit an application in January 2020. Lotterywest advise that the grant process takes approximately three months; by lodging the grant application in January the City will know if it has been successful prior to 2020/2021 year, when the tender for construction will be issued.

Upon endorsement of the final concept design, City officers will commence the tender process for the detailed design of the Youth Precinct.

Analysis of Financial and Budget Implications

\$50,000 is allocated in Council's 2018/19 budget for PR-4603 Implement planning and community consultation for a proposed new skate park.

\$500,000 is allocated in Council's 2019/20 budget for PR-4786 Detailed design, contract documentation and construction of Youth Precinct.

The Youth Precinct is listed for construction in 2020/2021 PR-4786 Detailed design, contract documentation and construction. The budget for the construction is \$5,000,000 with the City contributing \$3,000,000 and obtaining grant funding of \$1,500,000.

An estimated cost breakdown (**attached** at Appendix 5) has been developed by Playce which aligns with the draft budget of \$5,000,000.

Community Consultation

Community consultation was undertaken in September and October 2019 as outlined in the Youth Precinct Community Engagement and Program (**attached** at Appendix 4). A summary of the community engagement has been provided by Playce (**attached** at Appendix 2).

Councillor/Officer Consultation

The Executive Leadership Team, People & Place Team and Strategic Planning and Urban Design Team are aware of this report. Multiple Councillors attended the range of community consultation opportunities on offer throughout the process.

A Youth Precinct Working Group made up of City officers have participated in engagement and consultation sessions with appointed contractors, Playce, throughout the duration of the project to date.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Action	Estimated Timeline
Final concept plan presented to Council for approval	10 December 2019
Submit Lotterywest Funding Request	January 2020
Request for Tender for detailed design	Early 2020

Outcome of the Meeting held 25 November

The recommendation (as printed) was moved Conor Prout, seconded Bella Burgemeister.

Committee Decision

That the Youth Advisory Council Committee;

- 1) Endorse the Youth Precinct Concept Design (**attached** at Appendix 1);
- 2) Recommend that Council endorse the Concept Design.

CARRIED

9 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 4 March 2020.

15. Close of Meeting

The Presiding Member closed the meeting at 4:41pm.