



## Youth Advisory Council Committee

### Minutes

1 March 2023

#### Committee Terms of Reference

1. *To identify and advise on youth trends, strengths, gaps and opportunities in the Bunbury area to ensure the development of policies are responsive to the needs of young people.*
2. *To engage with the young people of the Bunbury area to draw consultation and feedback on youth trends, strengths, opportunities and gaps to present to Council.*
3. *To be actively involved in the ongoing development and delivery of youth targeted projects, programs and events.*
4. *To engage with young people and their communities to establish partnerships and opportunities to support and empower young people.*

*This Committee meets on the first Wednesday of every third month.*

**City of Bunbury**  
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Western Australia

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## Acknowledgement of Country

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

## Vision

Bunbury: welcoming and full of opportunities.

## Organisational Values

### #WEARECOB

<b>WE ARE COMMUNITY</b>	<ul style="list-style-type: none"><li>We are one team</li><li>We keep each other safe</li><li>We display empathy and respect</li><li>We have fun and celebrate our successes</li><li>We work together to achieve great outcomes</li></ul>
<b>WE ARE OPEN</b>	<ul style="list-style-type: none"><li>We are open to opportunities</li><li>We actively listen and think things through</li><li>We are inclusive and treat everyone equally</li><li>We are honest and open in our communications</li><li>We are open to feedback to improve our performance</li></ul>
<b>WE ARE BRAVE</b>	<ul style="list-style-type: none"><li>We lead the change, we own it</li><li>We trust and empower each other</li><li>We have the difficult conversations early</li><li>We hold ourselves to the highest standard</li><li>We have the courage to improve and simplify</li></ul>

## Youth Advisory Council Committee Meeting

### Minutes

1 March 2023

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 noted the Mayor Jaysen Miguel and Councillor Ben Andrew were in attendance at the meeting.

#### 4. Attendances

*Committee Members:*

Member Name	Representing
Mikaela Kerwin	Youth Mayor
Daisy Pilsworth	Youth Community
Scarlett Brown	Youth Community
Hannah Moyle	Youth Community
Kate Monaghan	Youth Community
Alexander Cornish	Youth Community
Salome Woodland	Youth Community

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

<b>Member Name</b>	<b>Representing</b>
Cr Marina Quain	Councillor Representative
Cr Amanda Yip	Councillor Representative

*Support Staff:*

<b>Name</b>	<b>Title</b>
Danika Stevenson	Senior Community Partnerships Officer
Gary Thompson	Team Leader Community Partnerships

Daisy Pilsworth attended the meeting via phone, after being given prior approval by the Mayor.

**4.1 Apologies**

Elizabeth Dennis, Manager Community Connections, was an apology.

Bella Burgemeister and Rennae Tate were absent.

**4.2 Approved Leave of Absence**

Not applicable.

**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 <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**

Not applicable to this committee.

**7. Confirmation of Minutes**

The Minutes of the meeting of the Youth Advisory Council Committee Meeting held 7 September 2022 have been circulated.

### **Recommendation**

The minutes of the Youth Advisory Council Committee Meeting held on 7 September 2022 are confirmed as a true and accurate record.

### **Outcome of the Meeting held 1 March 2023**

The recommendation (as printed) was moved Scarlett Brown, seconded Hannah Moyle.

#### **Committee Decision**

The minutes of the Youth Advisory Council Committee Meeting held on 7 September 2022 are confirmed as a true and accurate 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 Minutes Business**

Items are dealt with in the order that they appear.

## 10. Reports

### 10.1 Upcoming YAC Events

<b>File Ref:</b>	COB/526
<b>Applicant/Proponent:</b>	Internal
<b>Responsible Officer:</b>	Danika Stevenson, Senior Community Partnerships Officer
<b>Responsible Manager:</b>	Elizabeth Denniss, Manager Community Connection
<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 type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

#### Summary

The purpose of this report is for the Committee to note the upcoming events relating to the Youth Advisory Council Committee (YAC).

#### Executive Recommendation

That the Youth Advisory Council Committee note the following upcoming key events:

- Youth Week (14-21 April 2023)
- GTM (6 May 2023)
- Youth Leadership Retreat (13-14 May)

*Voting Requirement: Simple Majority*

#### Strategic Relevance

Pillar 1	People,
Aspiration	A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.
Outcome 4	A compassionate and inclusive community.
Objective 4.1	Listen and respond to community needs at all stages of life.

#### 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

YAC have delivered a diverse range of Youth Week activities over the years, adapting each year to align with Committee goals, capacity and interest areas.

YAC attended GTM in 2019 as part of the City of Bunbury stall with the primary purpose to gather information to support youth precinct concept design.

### **Council Policy Compliance**

Not applicable.

### **Legislative Compliance**

*Local Government Act 1995.*

### **Officer Comments**

YAC are currently planning for Youth Week 2023 with a range of proposed activities. Members will work collaboratively to select which activities they want to develop and deliver. A calendar of events from across the Greater Bunbury region will be developed in conjunction by Youth Development Officers of the local shires.

With GTM returning to Bunbury in 2023, YAC have expressed an interest in partnering with other local service organisations to have a presence at the event. The Community Partnerships team are currently in discussions with Youth Focus around a collaboration at GTM 2023 and will begin to plan a broader partnership approach for the 2024 event.

The Youth Leadership Retreat will be an opportunity for young people involved in youth groups across the Greater Bunbury region to boost their leadership potential and provide direction on how they can impact positive change in the community. It will be a full two-day event held in Bunbury, facilitated by Youth Leadership Academy Australia. Other key groups include Bunbury Library Youth Collective, headspace Youth Reference Group, youth advisory groups from Shires Capel, Dardanup and Harvey.

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

All events and activity costs are aligned with current operational budgets.

### **Community Consultation**

Not applicable.

### **Councillor/Officer Consultation**

Not applicable.

### **Applicant Consultation**

Not applicable.

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

Not applicable.



**Outcome of the Meeting held 1 March 2023**

The recommendation (as printed) was moved Hannah Moyle, seconded Scarlett Brown.

**Committee Decision**

That the Youth Advisory Council Committee note the following upcoming key events:

- Youth Week (14-21 April 2023)
- GTM (6 May 2023)
- Youth Leadership Retreat (13-14 May)

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**

The Presiding Member submitted the following questions via email prior to the meeting.

#### **Question 1**

At the Strategic Workshop at the start of 2022, it was identified that YAC would adopt a leading advocacy role in the community. How does our role in Youth Week 2023 contribute toward this strategic goal? What opportunities are there in 2023 for YAC to take on this role as its primary function?

#### **Answer:**

The approach from the City in regards to Youth Week 2023 is to encourage YAC members to take a lead role in the planning and delivery of activities undertaken. It is therefore an opportunity for YAC members to align their strategic goals with deliverables within the community.

Changes to staff resourcing along with key projects (such as the Koolambidi Woola opening and naming process) has limited the capacity of officers to drive the strategic planning framework developed in 2022. However YAC members should refer to and are encouraged to use the framework as a resource in planning and delivery.

The City has been exploring how YAC can take on a stronger advocacy role, including the review of policies. This approach will be developed in collaboration with YAC members, ready to rollout for the new Committee (noting this Committee's term ends in October 2023).

#### **Question 2**

What is the City's plan to develop public transport within the Local Government Area?

#### **Answer:**

The provision of public transport is controlled by the Public Transport Authority, and is not a Local Government responsibility. The City does provide supporting and advocacy roles which is outlined in the [Local Planning Strategy 2018](#).

#### **Question 3**

Why is there a Youth Mayor role, rather than a Chairperson position?

#### **Answer:**

YAC operates slightly differently to other Committees of Council in an effort to imitate Council. Some variations including referring the Chairperson or Presiding Member as Youth Mayor,

appointing a Deputy Youth Mayor, not having Councillors as voting members, and hosting meetings in Council Chambers.

**Question 4**

Why is YAC not able to view and have a say on how our allocated budget is used over the course of each term?

**Answer:**

YAC have had varying levels on involvement on their budget over the last few years, including detailed participatory budgeting. Participatory budgeting generally aligns with action planning however when this was conducted in early 2022, Koolambidi Woola projects took priority for YAC's capacity and resources for the remainder of the year. Officers will support YAC to revisit the strategic and action planning, particularly to update the new members in the group, and develop a plan moving forward until their term ends in October 2023. Current YAC expenditure includes catering, advertising, professional development and team building.

Kate Monaghan submitted the following questions via email prior to the meeting.

**Question 5**

In what ways can the youth community access YAC as a tool to advocate?

**Answer:**

YAC are representatives of young people within the Greater Bunbury region, which means it is expected YAC members engage with other young people to identify what issues are important to them so they can adequately advocate on their behalf. City officers are a conduit for community to access YAC members to ensure enquiries are relevant and not overwhelming to members. Community can contact the City through regular channels as well as the YAC email (yac@bunbury.wa.gov.au).

**Question 6**

YAC as an entity is arm's length from the City of Bunbury, why then does the City operate YAC social media and central email address?

**Answer:**

As a level of protection to YAC members, the City manages communication channels for YAC. This is due to factors such as YAC members can be under the age of 18, ensuring content is appropriate for a City-affiliated group, general City enquiries can come through these channels, and respecting YAC are volunteers and therefore their time is valuable yet limited. The City aims to build capacity and therefore would support YAC taking a more proactive role in managing communication channels.

**Question 7**

What efforts are currently under way to achieve the City's Greening Bunbury Plan of a 10% increase in canopy cover in 20 years? Also when was this plan written, it has no date that I can find, so when is "20 years" since the document was written?

**Answer:**

The [Greening Bunbury Plan](#) (the Plan) was noted by Council in November 2021, therefore the commencement date of the 20-year plan is from Nov 2021. It was the City's recommendation that the Council only 'note' the Plan in acknowledgement that the document is fluid and may need regular updates as the City works through the recommendations. During the next review of the Plan, we will include a document control page outlining the initial report commencement date and subsequent dates when revisions are made.

The environment team planted approximately 2000 seedlings during our 2022 planting season. These seedlings were planted across our 199ha of natural reserve areas, during a combination of public planting days, plantings being conducted with our 'Friends of Groups' and by our contractors through our natural area management contract. Unfortunately, our survival success rate is not currently monitored other than anecdotal visual monitoring but is believed to be 50-60%.

Budget for rehabilitation plantings is allocated every year. The upcoming 2023 season will again include allocated budget to complete public planting days, plants being provided to 'Friends of Groups' and planting completed by our contractors. We currently have ordered 3000 seedlings from Leschenault Community Nursery, who provide local providence seedlings (seedlings grown from seeds acquired from within 20km of the City of Bunbury). The environment team will also trial direct seeding techniques, with the aim of increasing success rates of established plants and allowing us to include area that are not ideal for planting seedling in our rehabilitation plans.

Other new methods to be employed in the coming planting season will include:

- Trialling the use of wetting agents and the use of mulch at the time of planting to help improve growth rates and success of seedlings and minimise watering requirements.
- The establishment of monitoring points and protocols at all rehabilitation sites to measure the success rate of our seedlings and direct seeded areas.
- Establishing rehabilitation mapping to help plan our planting area that ensure efficiency for summer watering requirements.

The parks and reserves team has allocated budget to plant a further 1000 trees across the City's parks and reserves area. The City currently has a permanent FTE advertised for a Tree Officer, which was one of the actions of the Plan. The person appointed into this role will have the implementation of the Plan as part of their work portfolio.

In addition, the City's new Sustainability and Environmental Strategy will include community targets for limiting native vegetation removal on private land where possible and actions that promote greening on private property and in new private developments. It is expected that the Sustainability and Environmental Strategy will be released for public comment in April 2023.

#### **Questions raised during the Meeting**

Two additional questions were asked during the meeting to clarify the responses provided.

In follow up to the response to Question 4, Kate Monaghan asked to clarify the reference to 'officers' and whether the City is considering re-employing a Youth Officer.

#### **Answer:**

The YAC's current support officer is the Senior Community Partnerships Officer. The City is looking at the structure of the Community Partnerships team, which includes the prospect of a Youth Officer. However this is currently not in the workforce plan.

In follow up to Question 5, Mikaela Kerwin questioned whether this support includes travel assistance.

#### **Answer:**

The City offered to provide support where possible and applicable to assist YAC in engaging with community on YAC related matters.

**13. Urgent Business**

Nil.

**14. Date of Next Meeting**

The date of the next meeting of the Youth Advisory Council Committee will be held 19 July 2023 (note this date has changed from previously advised date of 7 June 2023).

**15. Close of Meeting**

The Presiding Member closed the meeting at 4.48pm.