

Please be advised that this meeting was cancelled and will be rescheduled once a new date is determined.

Youth Advisory Council Committee

Notice of Meeting & Agenda 4 September 2024

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
4 Stephen Street
Bunbury WA 6230
Western Australia

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Acknowledgement of Country

We acknowledge the traditional owners of the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders past, present and emerging.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY

We are one team
We keep each other safe
We display empathy and respect
We have fun and celebrate our successes
We work together to achieve great outcomes

WE ARE OPEN

We are open to opportunities
We actively listen and think things through
We are inclusive and treat everyone equally
We are honest and open in our communications
We are open to feedback to improve our performance

WE ARE BRAVE

We lead the change, we own it
We trust and empower each other
We have the difficult conversations early
We hold ourselves to the highest standard
We have the courage to improve and simplify

Youth Advisory Council Committee Meeting

Notice of Meeting

Dear Committee Members,

The next Ordinary Meeting of the Youth Advisory Council Committee will be held in the Council Chambers, 4 Stephen Street, Bunbury on 4 September 2024 at 4.30pm.

Signed:

Georgia-Mae O'Brien

Georgia-Mae O'Brien
Acting Manager Community Connection

Agenda

4 September 2024

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
Rachel Allan	Youth Community
Bella Brown	Youth Community
Scarlett Brown	Youth Community
Isabella Chalker	Youth Community
Charlotte Coman	Youth Community
Jason Goodlad	Youth Community
Salome Woodland	Youth Community

Ex-officio Members (non-voting):

Member Name	Representing
Cr Ben Andrew	Councillor Representative
Cr Karen Turner	Councillor Representative

Support Staff (non-voting):

Name	Title
Lorinda Mouton	Youth Development Officer

Cassie Curulli	Team Leader Community Development
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1. Declaration of Opening

The Team Leader Community Development declared the meeting open at _____pm.

1.1 Election of Presiding Member

At the first meeting of the Youth Advisory Council (YAC) Committee on 6 December 2023, the Committee was required to elect a Presiding Member from amongst themselves in accordance with Section 5.12 of the *Local Government Act 1995*.

It is 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 2024) will be presented and endorsed at the next formal meeting on 4 December 2024.

The Team Leader Community Development will call for nominations for the position of Presiding Member for the period 4 September 2024 through 4 December 2024.

In the event that there is more than one nomination for the position of Presiding Member, the Team Leader Community Development will act in the position of Returning Officer to conduct the ballot as required under the *Local Government Act 1995*. The ballot for the position of Presiding Member will be conducted in accordance with clause 5.12 and Schedule 2.3 of the *Local Government Act 1995* as outlined below:

5.12. Presiding members and deputies, election of

(1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —

(a) to "office" were references to "office of presiding member"; and

(b) to "council" were references to "committee"; and

(c) to "councillors" were references to "committee members".

Schedule 2.3, Division 1

4. How mayor or president is elected

(1) The council is to elect a councillor to fill the office.

(2) The election is to be conducted by the Team Leader Community Development in accordance with the procedure prescribed.

(3) Nominations for the office are to be given to the Team Leader Community Development in writing before the meeting or during the meeting before the close of nominations.

(3a) Nominations close at the meeting at a time announced by the Team Leader Community Development, which is to be a sufficient time after the announcement by the Team Leader Community Development that nominations are about to close to allow for any nominations made to be dealt with.

(4) If a councillor is nominated by another councillor the Team Leader Community Development is not to accept the nomination unless the nominee has advised the

Team Leader Community Development, orally or in writing, that he or she is willing to be nominated for the office.

- (5) *The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.*
- (6) *Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.*
- (7) *As soon as is practicable after the result of the election is known, the Team Leader Community Development is to declare and give notice of the result in accordance with regulations, if any.*

[Clause 4 amended: No. 49 of 2004 s. 69(2)-(5); No. 66 of 2006 s. 14.]

5. *Votes may be cast a second time*

- (1) *If when the votes cast under clause 4(5) are counted there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and the meeting is to be adjourned for not more than 7 days.*
- (2) *Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes.*
- (3) *When the meeting resumes the councillors are to vote again on the matter by secret ballot as if they were electors voting at an election.*
- (4) *The votes cast under subclause (3) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.*

How to count votes and ascertain the result of an election is covered through the provisions of Division 2 of Schedule 4.1 of the *Local Government Act 1995* as outlined below:

2. *One office election: 2 candidates*

- (1) *If there are only 2 candidates in a one office election —*
 - (a) *the first-preference votes for each candidate must be counted; and*
 - (b) *the candidate who has the greater number of first-preference votes is elected.*
- (2) *If the candidates have the same number of first-preference votes, the returning officer must draw lots in accordance with regulations to determine which candidate is elected.*

3. *One office election: 3 or more candidates*

Clauses 4 and 5 apply if there are 3 or more candidates in a one office election.

4. *Count of first-preference votes*

- (1) *The first-preference votes for each candidate must be counted.*
- (2) *A candidate is elected if the number of first-preference votes for the candidate exceeds 50% of the total number of all the first-preference votes for candidates.*

5. *Process if no candidate elected under clause 4*

- (1) *The process in subclause (2) —*

- (a) must be followed if no candidate is elected under clause 4; and
(b) as necessary, must be repeated until a candidate is elected under subclause (3)*
- (2) *The process is as follows —*
- (a) *exclude the candidate (the excluded candidate) with —*
- (i) *if this process is being followed for the first time — the fewest first-preference votes; or*
- (ii) *if this process is being repeated — the fewest votes on the last count under paragraph (d);*
- (b) *set aside as exhausted any ballot paper of the excluded candidate that contains —*
- (i) *no preference votes at all; or*
- (ii) *no preference votes for any continuing candidates;*
- (c) *transfer any remaining ballot papers of the excluded candidate that indicate the next available preference for a particular continuing candidate to that continuing candidate;*
- (d) *count the number of votes for each of the continuing candidates by totalling the following —*
- (i) *the number of first-preference votes for the continuing candidate;*
- (ii) *if this process is being followed for the first time — the total number of ballot papers transferred to the continuing candidate under paragraph (c);*
- (iii) *if this process is being repeated — the total number of ballot papers transferred to the continuing candidate under paragraph (c) on this or a previous occasion.*
- (3) *A continuing candidate is elected if, on a count under subclause (2)(d), the number of votes for the continuing candidate exceeds 50% of the total number of all the votes for continuing candidates.*
- (4) *Subclause (6) applies if subclause (2)(a) cannot otherwise be applied because, as the case requires —*
- (a) *2 or more candidates have the same number of first-preference votes (no other candidates having fewer first-preference votes); or*
- (b) *2 or more candidates have the same number of votes on the last count under subclause (2)(d) (no other candidates having fewer votes).*
- (5) *Subclause (6) also applies if subclause (3) cannot otherwise be applied because —*
- (a) *there are only 2 continuing candidates in a count under subclause (2)(d); and*
- (b) *on the count, the continuing candidates have the same number of votes.*
- (6) *The returning officer must draw lots in accordance with regulations to determine, as the case requires —*
- (a) *the candidate to be excluded; or*
- (b) *the continuing candidate to be elected.*
- (7) *For the purposes of the process in subclause (2), a ballot paper is a ballot paper of the excluded candidate if either of the following applies —*
- (a) *the ballot paper contains a first-preference vote for the excluded candidate;*

(b) *the process is being repeated and the ballot paper was transferred to the excluded candidate under subclause (2)(c) on a previous occasion.*

(8) *For the purposes of the process in subclause (2), a continuing candidate is a candidate to whom neither of the following applies —*

(a) *the candidate is the excluded candidate;*

(b) *the process is being repeated and the candidate was excluded under subclause (2)(a) on a previous occasion.*

The successful nominee will be declared elected to the position of Presiding Member of the Youth Advisory Council Committee for the period 4 September 2024 through 4 December 2024.

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 <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 6 December 2023 have been circulated.

Recommendation

The minutes of the Youth Advisory Council Committee Meeting held on 6 December 2023 are confirmed as a true and accurate record.

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil.

8.2 Presentations

Nil.

8.3 Deputations

Nil.

9. Method of Dealing with Agenda Business

Items are dealt with in the order that they appear.

10. Reports

10.1 YAC Workshop Outcomes – Strategic Documents 2024-2025

File Ref:	COB/526
Applicant/Proponent:	Internal
Responsible Officer:	Lorinda Mouton, Youth Development Officer
Responsible Manager:	Georgia-Mae O’Brien, Acting Manager Community Connection
Executive:	Karin Strachan, Director Corporate and Community
Authority/Discretion	<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
Attachments:	Appendix 1: YAC Strategic Documents 2024

Summary

This report is intended for the Youth Advisory Council (YAC) Committee to review and endorse the strategic documents created during informal workshops, which outline this cohort's vision, focus areas, and goals.

Executive Recommendation

That the Youth Advisory Committee:

1. Review and endorse the YAC strategic documents for 2024-2025 (**attached** Appendix 1)

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance.
Aspiration	Leading with purpose and robust governance.
Outcome 14	A well-informed community that is deeply engaged in decision making.
Objective 14.1	Effectively inform and engage the community about local issues, facilities, services and events.

Regional Impact Statement

Not applicable

Background

Due to the lack of a quorum, the June formal meeting was rescheduled as an informal workshop.

During informal meetings in June, July, and August, the YAC has collaboratively developed its vision, focus areas, and goals, establishing the direction for the rest of the term.

Council Policy Compliance

Not applicable

Legislative Compliance

Not applicable

Officer Comments

As part of our ongoing efforts to refine and enhance the strategic planning process with council committees, the Community Development team, in collaboration with the YAC has developed a set of proposed goals and a vision statement. (**attached** Appendix 1) These elements are designed to guide the YAC's future initiatives and ensure alignment with broader community priorities. The following section outlines these proposed goals and the vision that will steer the YAC's activities as it continues to evolve and strengthen its impact within the community.

Vision Statement

(Why we do what we do)

The Bunbury Youth Advisory Council inspires and empowers young people in the wider Bunbury community to be involved in the decisions and exploring opportunities to building a better community. We aim to create spaces that are safe and inclusive for youth to live, work and learn.

Mission Statement

(How we progress towards our vision)

Working together with the City of Bunbury, community and youth groups we lead the change to promote / increase youth engagement and involvement in the community through regular interactions, participation in community events, information sharing and volunteering.

Values

(Principles that shape our actions as a group)

1. **Community:** We commit to building positive connections and thriving environments with and for youth in the wider Bunbury community.
2. **Leadership:** We work together to lead and inspire young people to achieve great outcomes. We communicate openly, collaborate, celebrate successes, empower and respect ourselves/ others.
3. **Sustainability:** We advocate for our environment and the land we live on and aim to increase awareness within the youth community.

Goals

(What do we want to achieve)

Goal 1: Increase YAC membership

- 2 new members by June 2025.
- Advertise YAC online (socials/ website), posters.

- Advertise informal sessions and allow youth drop-in to engage with youth and promote YAC to potential members.

Goal 2: Green Thumbs and Greener Spaces

- Present proposal to council for support.
- Educate and advocate benefits and impacts.
- Promote inclusive environments for meaningful discussions.
- Volunteer/host tree planting days, fun and interactive sustainable workshops, informative sessions.
- Establish resources.

Goal 3: Improve Mental Health in Young People.

- Improve access and awareness to mental health services to help youth build strong support networks.
- Working together with groups i.e. Blue leaf to run health activities/organise minimal stress activities in a safe space.
- Attend community events.
- Liaise with schools to encourage daily mindfulness.
- Teach youth relaxation techniques to manage stress.

The adoption of these vision and goals marks a vital step forward in strengthening the partnership between the YAC and broader youth community. As we move ahead, our focus will be on ensuring these objectives are met through collaborative efforts, community engagement, and ongoing support. Together, we will continue to build a more connected and vibrant community for young people living and visiting Bunbury.

Analysis of Financial and Budget Implications

The Community Development Department has an annual budget allocation to support YAC initiatives.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

10.2 Y WA Youth Parliament Camp - Report

File Ref:	COB/526
Applicant/Proponent:	Internal
Responsible Officer:	Lorinda Mouton, Youth Development Officer
Responsible Manager:	Georgia-Mae O'Brien, Acting Manager Community Connection
Executive:	Karin Strachan, Director Corporate and Community
Authority/Discretion	<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
Attachments:	Appendix 2: Y WA Youth Parliament Camp Report

Summary

This report is presented to the Youth Advisory Council (YAC) Committee to inform them of YAC member Isabella Chalker's experiences at the Y WA Youth Parliament Camp, where she represented Bunbury.

Executive Recommendation

That the Youth Advisory Committee:

1. Review and accept the Y WA Youth Parliament Camp Report (attached Appendix 2)
2. Table any additional questions regarding this item for discussion at the next meeting.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Performance.
Aspiration	Leading with purpose and robust governance.
Outcome 14	A well-informed community that is deeply engaged in decision making.
Objective 14.1	Effectively inform and engage the community about local issues, facilities, services and events.

Regional Impact Statement

Not applicable

Background

The City of Bunbury sponsored YAC member Isabella Chalker to represent Bunbury after she was selected to participate in the Y WA Youth Parliament camp held in Perth in June 2024.

Council Policy Compliance

Not applicable

Legislative Compliance

Not applicable

Officer Comments

Isabella has had the opportunity to apply her passion for debating and politics while participating in the State Government session alongside 59 other participants in this year's program. The program included a three-day session in the Legislative Assembly, during which participants discussed a range of issues, including educational equality between private and public schools, the implementation of a state-run rental affordability scheme, and rehabilitative art programs in prisons. The Y WA Youth Parliament serves as a platform for young people to voice their opinions on matters that are important to them and their local communities.

The City of Bunbury actively supports YAC members in seizing opportunities that represent the interests of young people and Bunbury.

Analysis of Financial and Budget Implications

The Community Development Department allocates an annual budget to support professional development initiatives for YAC members. The total expenditure for this contribution was \$480.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

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

No questions were received at the time of printing.

13. Urgent Business

Nil.

14. Date of Next Meeting

The next meeting of the Youth Advisory Council Committee will be held on 4 December 2024.

15. Close of Meeting

The Presiding Member closed the meeting at _____pm.

BUNBURY YOUTH ADVISORY COUNCIL



VISION STATEMENT

WHY WE DO WHAT WE DO

The Bunbury Youth Advisory Council inspires and empowers young people in the wider Bunbury community to be involved in the decisions and exploring opportunities to building a better community. We aim to create spaces that are safe and inclusive for youth to live, work and learn.



MISSION STATEMENT

HOW WE PROGRESS TOWARDS OUR VISION

Working together with the City of Bunbury, community and youth groups we lead the change to promote / increase youth engagement and involvement in the community through regular interactions, participation in community events, information sharing and volunteering.



VALUES

PRINCIPLES THAT SHAPE OUR ACTIONS AS A GROUP

COMMUNITY

We commit to building positive connections and thriving environments with and for youth in the wider Bunbury community.

LEADERSHIP

We work together to lead and inspire young people to achieve great outcomes.

We communicate openly, collaborate, celebrate successes, empower and respect ourselves/ others.

SUSTAINABILITY

We advocate for our environment and the land we live on and aim to increase awareness within the youth community.

YAC GOALS

GOAL 1

INCREASE YAC MEMBERSHIP

- 2 new members by June 2025.
- Advertise YAC online (socials/ website), posters.
- Advertise informal sessions and allow youth drop-in to engage with youth and promote YAC to potential members.


GOAL 2

GREEN THUMBS AND GREENER SPACES

- Present proposal to council for support.
- Educate and advocate benefits and impacts.
- Promote inclusive environments for meaningful discussions.
- Volunteer / host tree planting days, fun and interactive sustainable workshops, informative sessions.
- Establish resources.

GOAL 3

IMPROVE MENTAL HEALTH IN YOUNG PEOPLE

- Improve access and awareness to mental health services to help youth build strong support networks.
 - Working together with groups i.e. Blue leaf to run health activities / organise minimal stress activities in a safe space.
 - Attend community events.
 - Liaise with schools to encourage daily mindfulness.
 - Teach youth relaxation techniques to help manage stress.
- 

Youth Parliament Report

By Isabella Chalker

The Youth Parliament program offers young people a unique opportunity to engage in the legislative process, allowing them to voice their concerns, talk about current issues, and propose a bill. This experience provides participants with a hands-on understanding of how government works, as well as the chance to develop leadership and public speaking skills. Youth Parliament serves as an educational platform for young voices and it's very engaging. Youth parliament allows young people to have their voices heard at parliament house, talk about what is happening in their electorate, and discuss what they are passionate about.

The program takes place from April to July, including a 5-day camp. We were assigned to committees where we created, amended and voted on bills that address various social, economic, and environmental issues. The program is designed to mirror the actual parliamentary process. These bills are presented and debated in the Western Australian Parliament House. You are also able to apply for leadership positions within the youth parliament, such as ministers, leader of the house, premier and opposition leader. Each member had the opportunity to speak about what has been occurring in their electorate, where I was able to talk about the electorate of Bunbury's Youth Advisory Council, a platform for young people to become active leaders within the community, advocating for the youth of Bunbury. I also talked about the amazing leadership opportunities within the City of Bunbury that allow young people to participate and develop their skills.

The debates are held at the Western Australian Parliament House during the 5 day camp. They provide a dynamic platform for participants to present their bills and discuss issues that are close their heart and community. We had the opportunity to draft and propose bills within committees. These bills reflect the issues that young people are most passionate about, ranging from climate change and education reform to mental health and social justice. I was a member of the Education and Training Committee, where we proposed the Education Equality bill 2024, which focused on reducing disparities between schools, and creating an equal education for all Western Australian students. It was an issue I was very passionate about and fortunately, our bill passed.

The debates are structured to reflect real parliamentary proceedings, with standing orders and timed speeches. Throughout the debates, I learnt a lot about parliament and met a lot of inspiring individuals from all over Western Australia. The debates were very enthusiastic, and it opened my eyes to many of the issues faced by young people in Western Australia.

Youth Parliament was also an amazing opportunity to meet and collaborate with like-minded peers from across Western Australia. Participants come from diverse backgrounds and regions, each bringing their unique perspectives and experiences. The friendships I created during the program were incredible, and it was very interesting and eye opening to hear the issues that so many young people were passionate about. Everyone was incredibly supportive of each other, and I met a lot of inspiring young leaders.

I would strongly encourage anyone who is passionate about creating change to participate in Youth Parliament. It is an experience that not only educates but also empowers young people to make their voices heard and meet other inspiring individuals. I've been able to share my experience of Youth Parliament with the Youth Advisory Council, and my experience in the Youth Parliament has not only shaped me but has also helped me become a better leader within my own community.