



## **AGENDA**

**FOR YOUTH COUNCIL SUB COMMITTEE MEETING TO BE HELD ON**

**12 APRIL 2016 AT 5:00 PM**

**IN THE JOHN HARVEY GALLERY, 12 JAMES STREET, SALISBURY**

### **MEMBERS**

Bianca Bilsborow (Chairman)  
Mayor G Aldridge (ex officio)  
Mimona Abdalla  
Cr D Balaza  
Reagan Bledee (Mentor)  
Roshan Chamlagai  
David Charlett (Mentor)  
Cresilda Daitol  
Kimberlee Daniels (Mentor)  
Abigail Davey  
Rebecca Etienne  
Jordan Golley  
Nick Griguol  
Adelyne Huynh (Mentor)  
Sue McNamara (Mentor)  
Marziya Mohammadi  
Shamsiya Mohammadi  
Pau Lian Naulak (Mentor)  
Eric Ngirimana  
Julie Ping  
Cameron Rowe  
Michael Santos (Deputy Chairman)  
Taylor Sawtell  
Danielle Stewart (Mentor)  
Mark Verdini  
Joel Winder  
Cr S White  
Cr R Zahra

### **REQUIRED STAFF**

Manager Community Planning and Vitality, Mrs N Kapitza  
Community Planner Youth, Ms P Rowe  
Community Planner Youth Participation, Ms J Brett

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**APOLOGIES**

**LEAVE OF ABSENCE**

**PRESENTATION OF MINUTES**

Presentation of the Minutes of the Youth Council Sub Committee Meeting held on 09 February 2016.

**REPORTS**

YC1	Local Government Act 1999 Update	
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**OTHER BUSINESS**

**CLOSE**



**MINUTES OF YOUTH COUNCIL SUB COMMITTEE MEETING HELD IN THE JOHN HARVEY GALLERY, 12 JAMES STREET, SALISBURY ON**

**9 FEBRUARY 2016**

**MEMBERS PRESENT**

Bianca Bilborow (Chairperson)  
Mimona Abdalla  
Cr D Balaza  
Roshan Chamlagai  
David Charlett (Mentor)  
Cresilda Daitol  
Kimberlee Daniels (Mentor)  
Abigail Davey  
Rebecca Etienne  
Jordan Golley  
Nick Griguol  
Sue McNamara (Mentor)  
Pau Lian Naulak (Mentor) (5.10 pm)  
Eric Ngirimana  
Julie Ping  
Cameron Rowe  
Michael Santos (Deputy Chairperson)  
Taylor Sawtell  
Joel Winder  
Cr S White  
Cr R Zahra (Acting Chairperson)

**OBSERVERS**

There were no observers.

**STAFF**

General Manager Community Development, Ms J Trotter  
PA to the General Manager Community Development, Mrs B Hatswell  
Community Planner Youth, Ms P Rowe  
Community Planner Youth Participation, Ms J Brett  
Youth Services Project Officer, Ms K Kitching

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The meeting commenced at 5.04 PM.

In the absence of a Chairman Cr R Zahra assumed the role of Acting Chairperson and welcomed the members, staff and the gallery to the meeting.

**APOLOGIES**

Apologies have been received from Reagan Bledee, Adelyne Huynh, Marziya Mohammadi, Shamsiya Mohammadi and Danielle Stewart.

**PRESENTATION OF MINUTES**

Moved David Charlett  
Seconded Sue McNamara

The Minutes of the Youth Council Sub Committee Meeting held on 01 December 2015, be taken and read as confirmed.

**CARRIED**

**REPORTS**

**YC1 Youth Council Positions 2016**

*Pau Lian Naulak entered the meeting at 05:10 pm.*

Moved Abigail Davey  
Seconded Michael Santos

1. Bianca Bilsborow be appointed to the position of Chairperson of the Youth Council for 2016.

**CARRIED**

*The Acting Chairperson handed the meeting to the appointed Chairperson Bianca Bilsborow at 5.14 pm*

Moved Mimona Abdalla  
Seconded Jordan Golley

2. Michael Santos be appointed to the position of Deputy Chairperson of the Youth Council for 2016.

**CARRIED**

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**YC2 Youth Action Plan**

Moved Julie Ping  
 Seconded Michael Santos

1. The report be received and noted.
2. The Youth Action Plan become the Project Team for 2016.
3. Youth Council supports in principal the methodology for the Youth Action Plan.
4. All Youth Council Members are on the Project Team.
5. Bianca Bilsborow be appointed the Project Team Leader.

**CARRIED**

**YC3 Life Skills Project Team Update**

Moved Michael Santos  
 Seconded Abigail Davey

1. The information be received and noted.

**CARRIED**

**YC4 Twelve25 Salisbury Youth Enterprise Centre February Update**

Moved Mimona Abdalla  
 Seconded Julie Ping

1. The information be received and noted.

**CARRIED**

**OTHER BUSINESS**

**YCOB1 Training Opportunities (Verbal)**

Julie Brett provided an overview of training opportunities delivered by Sammy D Foundation, 'Engaging Peers in Communities' and requested Youth Council members contact her to express their interest.

**YCOB2 Youth Council Mentors (Verbal)**

David Charlett asked a question regarding the change in Mentor roles.

*The question was answered by Julie Brett who requested Mentors approach her with ideas.*

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**YCOB3 Youth Parliament 2016 (Verbal)**

David Charlett provided an overview of Youth Parliament 2016 and Youth Council Member's interest was noted as numbers are due by the end of February 2016.

**YCOB4 Family Movie Night (Verbal)**

Julie Brett provided an overview of the movie night to be held in the Civic Square on Saturday, 16 April 2016 that Youth Council Members will assist in running during National Youth Week.

**YCOB5 International Women's Day Breakfast 2016 (Verbal)**

Julie Brett provided an overview of the International Women's Day Breakfast to be held on Tuesday, 8 March 2016 and encouraged Youth Council's attendance.

**YCOB6 Laneway Event (Verbal)**

Julie Brett provided an overview of the Laneway Event taking place on Thursday, 25 February 2016 and encouraged Youth Council's attendance.

**YCOB7 Salisbury Secret Garden - Set Up Request (Verbal)**

Cameron Rowe provided information regarding the request for assistance with set up for the Salisbury Secret Garden Civic Square.

**CLOSE**

The meeting closed at 6.46 pm.

CHAIRMAN.....

DATE.....

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<b>ITEM</b>	YC2
	<b>YOUTH COUNCIL SUB COMMITTEE</b>
<b>DATE</b>	12 April 2016
<b>HEADING</b>	Twelve25 Salisbury Youth Enterprise Centre April Update
<b>AUTHOR</b>	Kate Kitching, Youth Services Project Officer, Community Development
<b>CITY PLAN LINKS</b>	3.2 To have an engaged community with a strong sense of vitality, pride and belonging
<b>SUMMARY</b>	This report provides Youth Council members with an overview of current and upcoming Twelve25 programs and activities.

#### **RECOMMENDATION**

1. That the information be received and noted.

#### **ATTACHMENTS**

There are no attachments to this report.

#### **1. BACKGROUND**

- 1.1 Staff from Twelve25 Salisbury Youth Enterprise Centre are continuing to attend Youth Council Sub Committee Meetings to ensure a strong working relationship with Youth Council.

#### **2. CONSULTATION / COMMUNICATION**

- 2.1 Internal
  - 2.1.1 Nil
- 2.2 External
  - 2.2.1 Nil

#### **3. REPORT**

- 3.1 The report provides Youth Council members with information on Twelve25 programs and services.
- 3.2 Upcoming Twelve25 programs include:
  - 3.2.1 The Duke of Edinburgh program in collaboration with Parafield Gardens High School will be hosted at Twelve25 on Monday afternoons in Term 2 and 3. The Duke of Edinburgh program is a nationally recognised leadership & development program with three levels - Bronze, Silver and Gold.

- 3.2.2 Salisbury Youth Performing Arts Group - After a stellar performance for the Salisbury Secret Garden, the group will commence again with new participant intake on Thursday 31 March, 4:30 - 7pm. The program is \$50 a term and they would like to work towards performing a series of short comedy skits.
  - 3.2.3 The Youth Fitness Sessions with personal trainer Adam will continue in term 2. The fitness session is on Mondays 4-5pm and costs \$15.00 for nine sessions.
  - 3.2.4 Linda's Cartoon Drawing Workshop (School Holiday Activity) – This is a two day (Thursday 28 & Friday 29 April) introduction to art basics with easy step-by-step guidelines perfect for beginners to learn the basic fundamentals of drawing and learning how to draw cartoons. For more information and bookings: [www.e.mybookingmanager.com/CDWApril](http://www.e.mybookingmanager.com/CDWApril)
  - 3.2.5 Celebrating Reconciliation Week / NAIDOC Week - Twelve25 staff are working towards two initiatives: Exploring Aboriginal Culture with guided tours of the Greenfields Wetlands for high school students and an Aboriginal Artist painting a board to be displayed in the Twelve25 foyer.
  - 3.2.6 Twelve25 Social Enterprise initiatives are developing – The mobile Pizza Trailer has been ordered from the preferred supplier. The vehicle for the coffee van has been supplied by Peter Page Holden under a significant corporate sponsorship and it is currently being fitted out. The programs targeted at Salisbury young unemployed will be launched shortly.
- 3.3 Update on past events/activities include:
- 3.3.1 National Youth Week Event - The Northern Youth Arts Market, was held on Saturday 9 April, 10am - 3pm at the John Harvey Gallery and Council Front Lawns. The Northern Youth Arts Exhibition was opened and awarded prizes for My Community Choice, Judges Award and Inspiration Award.
  - 3.3.2 On Wednesday 13 April, Twelve25 hosted a Rotary Youth Driving Awareness (RYDA) for over 150 Year 10 Thomas More College students. This program is supported by the Salisbury Rotary Club and provides practical road safety information targeting attitude and awareness to young drivers and their passengers.
  - 3.3.3 Jibba Jabba TV - Participants started on Wednesday 23 March and will continue for another 8 weeks learning basics in video camera use & lighting, planning & shooting a short clip and editing. The program will conclude on 25<sup>th</sup> May with a screening of the film project and celebration.
  - 3.3.4 The Salisbury Institute was a venue of the Salisbury Secret Garden and saw thirteen shows and 1,200 people through the centre from 18 - 28 February.
  - 3.3.5 Twelve25 staff and volunteers were a recipient of an Easter Basket from Tyndale Christian School. The school wishes to thank organisations who work with the community. Staff received the basket at a middle school assembly on 18 March.



- 3.3.6 A Wheels in Motion Road Safety Forum was held on Saturday 2 April with over 30 young people attending and are now ready to start their 1 hour driving sessions.

**4. CONCLUSION / PROPOSAL**

- 4.1 Youth Council members to be aware of services and programs provided at Twelve25 Salisbury Youth Enterprise Centre for their own information and to share their knowledge of services with other young people in their community.

**CO-ORDINATION**

Officer: EXECUTIVE GROUP

Date: 05/04/2016



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<b>ITEM</b>	YC3
	<b>YOUTH COUNCIL SUB COMMITTEE</b>
<b>DATE</b>	12 April 2016
<b>HEADING</b>	Youth Action Plan
<b>AUTHOR</b>	Paula Rowe, Community Planner Youth, Community Development
<b>CITY PLAN LINKS</b>	3.2 To have an engaged community with a strong sense of vitality, pride and belonging 4.4 To ensure informed and transparent decision-making that is accountable and legally compliant
<b>SUMMARY</b>	The following report will provide an update on the Youth Action Plan.

### **RECOMMENDATION**

1. The report be received and contents noted.

### **ATTACHMENTS**

There are no attachments to this report.

### **1. BACKGROUND**

- 1.1 At its February 2016 meeting, Council endorsed a youth-adult partnership model of community evaluation as the methodology for developing the new Youth Action Plan (YAP).
- 1.2 As a key component of the youth-adult partnership model, the YAP was endorsed as the Youth Council Project Team for 2016.
- 1.3 The YAP methodology includes numerous external consultation opportunities; responsibility for leading the various consultations will be shared between Youth Council and Council staff. Areas of responsibility and consultation methods will be detailed in the external consultation plan that is currently being drafted.

### **2. REPORT**

- 2.1 The Youth Council Project Team had its first meeting (7 March) to workshop a structure for evaluating the five (5) key direction areas in the current YAP, those being:
  1. Learning , Education and Employment;
  2. Improving Health and Wellbeing;
  3. Creative Lifestyles;
  4. Safe and Supportive Environments; and
  5. Youth Participation and Development.

- 2.2 Little progress was made at the first meeting because it became clear that the key direction areas were too broad and contained too many interrelated themes. At a follow-up meeting on 16 March, an alternative structure was workshopped.
- 2.3 The outcome of this meeting was that Youth Council would adopt the following structure for their role in developing the new YAP:
- form two working groups;
  - research three (3) themes;
  - each theme will run for approximately 3 months; and
  - there will be two topics considered per theme (one for each working group).
- 2.4 The first theme is ‘Diversity’ – within this, it was agreed that one working group would conduct consultations with CALD youth (culturally and linguistically diverse), and the other working group will conduct consultations with LGBTIQ youth (lesbian, gay, bi-sexual, intersex and questioning diverse).
- 2.5 Subsequent themes and topics are presently being developed.

### **3. CONCLUSION / PROPOSAL**

- 3.1 At the meeting held on the 16 March Youth Council members supported the proposed structure outlined above in developing the new YAP.
- 3.2 The proposed working groups will now need to commence planning the community consultations that will be undertaken for the first two focus areas.

### **CO-ORDINATION**

Officer: EXECUTIVE GROUP  
Date: 05/04/2016

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<b>ITEM</b>	YC4
	<b>YOUTH COUNCIL SUB COMMITTEE</b>
<b>DATE</b>	12 April 2016
<b>HEADING</b>	Youth Council Membership
<b>AUTHOR</b>	Jules Brett, Community Planner Youth Participation , Community Development
<b>CITY PLAN LINKS</b>	4.4 To ensure informed and transparent decision-making that is accountable and legally compliant
<b>SUMMARY</b>	The following report will provide advice regarding a resignation received and a membership issue that will need to be discussed by Youth Council members.

### **RECOMMENDATION**

1. The resignation of Shamsiya Mohammadi be received and noted.
2. Council advise Marziya Mohammadi that as a consequence of non-attendance at Youth Council and Working Party meetings their membership has been terminated.

### **ATTACHMENTS**

There are no attachments to this report.

## **1. REPORT**

### **1.1 Member Resignation**

- 1.1.1 Shamsiya Mohammadi has recently tendered her resignation from the Youth Council due to being offered a University Scholarship, which has resulted in her no longer being a Salisbury resident.
- 1.1.2 This resignation results in a youth member vacancy on the Youth Council which and it is proposed that this remains vacant for the remainder of the calendar year with the vacancy filled as part of the next membership appointment process.

## 1.2 Membership Review – Non attendance

- 1.2.1 The Youth Council Terms of Reference state that:
- *All members must attend meetings and where unable to do so, must provide an apology prior to the meeting.*
  - *Members who miss one (1) Youth Council meeting without lodging a formal apology will be contacted by the appropriate Council staff member to clarify their obligations to the Youth Council.*
  - *Members who miss two (2) consecutive meetings without an apology will be contacted by the Council staff member at which time they will be advised that their membership status on Youth Council is under review.*
  - *Members who provide two (2) formal apologies in a row will also have their position reviewed.*
  - *A report will then be submitted to Youth Council to discuss the member's ongoing membership of the Youth Council. If the Youth Council determines the membership should be revoked, then a casual vacancy is created and a suitable candidate will be recruited to fill this casual vacancy. A letter will be forwarded to the Youth Council member, whose membership has been revoked, outlining the decision*
- 1.2.2 Current Youth Council member Marziya Mohammadi has not attended any Youth Council or Working Party meetings this year, nor have apologies for those meetings been submitted.
- 1.2.3 As per the requirements of the Terms of Reference, staff have made contact with Marziya via email, phone messages and text messages with no response received.
- 1.2.4 Consistent with the Youth Council Terms of Reference it is now open to the Youth Council to review the membership status of Marziya Mohammadi to determine what action should be taken in response to her non-attendance at Youth Council meetings.
- 1.2.5 The options available for consideration are:
- write to the Youth Council Member, remind them of their responsibilities as a member of the Youth Council and request that they confirm their ongoing membership of the Youth Council; or
  - write to the Youth Council Member advising that as a consequence of non-attendance at Youth Council and Working Party meetings their membership has been terminated.
- 1.2.6 As all efforts to make contact with Marziya have been unsuccessful it is proposed that a letter be sent terminating their membership to the Youth Council.

**CO-ORDINATION**

Officer: EXECUTIVE GROUP  
Date: 05/04/2016





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<b>ITEM</b>	YC5
	<b>YOUTH COUNCIL SUB COMMITTEE</b>
<b>DATE</b>	12 April 2016
<b>HEADING</b>	Youth Council Working Parties
<b>AUTHORS</b>	Jules Brett, Community Planner Youth Participation , Community Development Nichola Kapitza, Manager Community Planning & Vitality, Community Development
<b>CITY PLAN LINKS</b>	3.2 To have an engaged community with a strong sense of vitality, pride and belonging
<b>SUMMARY</b>	This report will provide an outline of the Working Groups that will be established to assist Youth Council in undertaking it key project in 2016, Youth Action Plan Project and seeks endorsement of the project brief that has been developed.

#### **RECOMMENDATION**

1. The following working groups be endorsed to be undertaken in 2016 by the Youth Council
  - Diversity- LGBTIQ Community
  - Diversity-CALD Community
  - Development-Health. Leader to be decided
  - Development- Education and Employment. Leader to be decided
  - Leisure- Sports. Leader to be decided
  - Leisure-The Arts. Leader to be decided
2. Joel Winder be appointed as the Leader for the Diversity- LGBTIQ Community Working Group.
3. Julie Ping be appointed as the Leader for the Diversity – CALD Community Working Group.

#### **ATTACHMENTS**

This document should be read in conjunction with the following attachments:

1. Project brief

**1. BACKGROUND**

- 1.1 As Youth Council members are aware the one project that will be undertaken this year is the development of the Youth Action Plan. Council at its meeting in February 2016 resolved that:
- (i) *The report be received and noted.*
  - (ii) *The review and development of the Youth Action Plan be endorsed as the Youth Council Project Team for 2016.*
  - (iii) *The methodology for development of the Youth Action Plan, as outlined in paragraphs 3.2 to 3.6 of Item YC2, Youth Council Sub Committee, 09/02/2016, be endorsed.*
  - (iv) *Membership of the Youth Action Plan Project Team comprise all Youth Council members.*
  - (v) *Bianca Bilborow be appointed as the Youth Action Plan Project Team Leader.*
  - (vi) *Working groups be established to evaluate each of the five key directions within the Youth Action Plan, with a youth member to be appointed to lead each working group.*
- 1.2 As has been done in previous years a project brief has been developed for the project and this is attached for endorsement.

**2. REPORT**

- 2.1 As noted in the update report for the Youth Action Plan a workshop was held with Youth Council members on 16 March 2016 to discuss the Working Groups that would be established in 2016 and it was agreed that they should be as follows:
- Diversity - LGBTIQ Community;
  - Diversity - CALD Community;
  - Development - Health;
  - Development - Education and Employment;
  - Leisure - Sports; and
  - Leisure - The Arts.
- 2.2 It is preferred that each Working Group has at least seven youth members and one mentor. Elected members have the opportunity to attend and participate in Working Groups if they choose. All youth members are required to actively participate in at least three (3) Working Groups in 2016.
- 2.3 Joel Winder has agreed to be the leader of the Diversity - LGBTIQ Community Working Group and Julie Ping has agreed to be the leader of the Diversity - CALD Community Working Group.

2.4 Leaders of the following Working Groups will be decided by Youth Council.

- Development-Health;
- Development-Education and Employment;
- Leisure-Sports; and
- Leisure- The Arts.

2.5 Working Groups will report directly to the Youth Council. Support of these groups will be provided by either Youth Council mentors or Council staff.

2.6 Working Group meetings will occur at times and locations convenient to youth members and each team will have a budget of \$500 and these funds are from the existing Youth Development budget.

2.7 A project brief has been developed and is attached for Youth Council's consideration.

### **3. CONCLUSION / PROPOSAL**

3.1 The attached project brief outlines that six Working Groups are established to assist with undertaking Youth Council's key project in 2016, that being the development of the Youth Action Plan.

### **CO-ORDINATION**

Officer: EXECUTIVE GROUP  
Date: 05/04/2016





## Salisbury Youth Council Youth Action Plan Project Brief

<b>Project Team Name</b>	<b>Youth Action Plan</b>
<b>Project Team Leader</b>	Bianca Bilsborow
<b>Project Team Members</b>	Eric Ngirimana Roshan Chamlagai Julie Ping Cresilda Daitol Nick Griguol Taylor Sawtell Michael Santos Mimona Abdalla Abi Davey Mark Verdini Cameron Rowe Joel Winder Rebecca Etienne Jordan Golley

### 1. Background

The project was developed after a discussion with Council staff about the opportunity for Youth Council members to develop and lead community consultations with Salisbury youth. The consultations would provide opportunities for youth voice to feature prominently in the development of the new Youth Action Plan due to be completed by May 2017.

### 2. Description of Project

- Youth members will consult with other young people at events, in schools, with local groups of young people and any other opportunities that arise within the City of Salisbury
- Some consultations will use "My Biggest Dream" boards which young people can write on and 4 facilitated questions which will be managed by staff & Youth Council members.
- We will be focusing on 3 themes that include a total of 6 topics:
  - Diversity- LGBTIQ youth and CALD youth
  - Development- Health and Education/Employment
  - Leisure- Sports and the Arts

### 3. Project Objectives

- To evaluate community life through the hopes, dreams and concerns of Salisbury youth
- To engage as many young people across the City as possible
- To collect data for the new Youth Action Plan
- To increase the reach of Youth Council in the community
- To build community partnerships
- To assist the Youth Council to reach its full potential as a youth representative mechanism of local government

### 4. Project Stakeholders

Internal



## Salisbury Youth Council Youth Action Plan Project Brief

- Twelve25
- All Council departments

### External

- Young people living, working, playing, studying or volunteering in the City of Salisbury
- Non-Government Organisations
- State Government Organisations
- Schools within the City of Salisbury
- Youth Events

### 5. Anticipated Project Timeframe/s

- Completion of consultations by late December 2016.

### 6. Budget

- \$3,000 – Project Team budget.

### 7. Other Resources Required

- Textas
- Butchers paper
- Other resources will be determined as the consultation methods are planned

### 8. Possible Project Barriers

Potential barriers identified include:

- Poor attendance of Project Team members
- Repetition of events
- Lack of involvement from outside organisations

### 9. Risk Management

Strategies identified include:

- Discussion of barriers with project team
- Utilising existing resources (if any)
- Communication within whole team
- Approaching the potential issue(s) as a team

### 10. Key points / notes

- Meetings and consultation will commence in late April