

# AGENDA

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

#### 11 JUNE 2019 AT 5.30 PM

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

#### **MEMBERS**

Rebecca Etienne (Chairman) Mayor G Aldridge (ex officio) Megan Anderson Mon-Maya Chamlagai (Deputy Chairman) Reem Daou Luke Hall Tyler Rutka-Hudson Peta-Maree Hyde Joseph Medcalf Nicollette Nedelcev Rahmatullah Tawassoli Jared van der Zee Mark Verdini Hayley Williams **Stacey Williams** James Wood Thomas Wood Cr M Blackmore Cr S Ouk Cr G Reynolds Mimona Abdalla (Mentor) Eric Ngirimana (Mentor) Amanda O'Sullivan (Mentor) Taylor Sawtell (Mentor) Damien Walker (Mentor)

#### **REQUIRED STAFF**

Manager Community Capacity and Learning, Ms J Cooper PA to General Manager Community Development, Mrs B Hatswell Community Planner Youth Participation, Ms J Brett

# KAURNA ACKNOWLEDGEMENT

The City of Salisbury acknowledges that we are meeting on the traditional Country of the Kaurna people of the Adelaide Plains and pays respect to Elders past and present. We recognise and respect their cultural heritage, beliefs and relationship with the land. We acknowledge that they are of continuing importance to the Kaurna people living today.

# APOLOGIES

# LEAVE OF ABSENCE

Leave of absence for this meeting was previously granted to Cr S Ouk.

## **PRESENTATION OF MINUTES**

Presentation of the Minutes of the Youth Council Sub Committee Meeting held on 09 April 2019.

#### REPORTS

YC1	Future Reports for the Youth Council Sub Committee	7
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YC3	Youth Council Project Teams Update	19
YC4	Youth Programs and Events Update June 2019	

## **OTHER BUSINESS**

CLOSE



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

## 9 APRIL 2019

#### **MEMBERS PRESENT**

Rebecca Etienne (Chairman) Mon-Maya Chamlagai (Deputy Chairman) Reem Daou Nicollette Nedelcev Tyler Rutka-Hudson Peta-Maree Hyde Rahmatullah Tawassoli Jared van der Zee Hayley Williams Stacey Williams James Wood Thomas Wood Cr G Reynolds Eric Ngirimana (Mentor) Damien Walker (Mentor)

#### **OBSERVERS**

Nil

#### STAFF

General Manager Community Development, Ms P Webb PA to General Manager Community Development, Mrs B Hatswell Community Planner Youth Participation, Ms J Brett

The meeting commenced at 6.00 pm

The Chairman welcomed the members, staff and the gallery to the meeting.

#### APOLOGIES

Apologies have been received from Mayor G Aldridge, M Anderson, L Hall, M Verdini, Cr M Blackmore and A O'Sullivan.

# LEAVE OF ABSENCE

## **PRESENTATION OF MINUTES**

Moved T Rutka-Hudson Seconded T Wood

The Minutes of the Youth Council Sub Committee Meeting held on 12 February 2019, be taken and read as confirmed.

#### CARRIED

#### REPORTS

# YC1 Future Reports for the Youth Council Sub Committee Moved T Rutka-Hudson Seconded E Ngirimana The information be received. YC2 Youth Council Membership Moved E Ngirimana

Seconded T Rutka-Hudson

1. That the resignation of Akon Dhel as a Youth Member on Salisbury Youth Council be received and accepted.

CARRIED

#### YC3 Youth Council Project Teams Update

Moved M Chamlagai Seconded N Nedelcev

1. That the information be received and noted.

CARRIED

Minutes of the Youth Council Sub Committee Meeting 9/04/2019

ITEM	YC1
	YOUTH COUNCIL SUB COMMITTEE
DATE	11 June 2019
HEADING	Future Reports for the Youth Council Sub Committee
AUTHOR	Joy Rowett, Governance Coordinator, CEO and Governance
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This item details reports to be presented to the Youth Council Sub Committee as a result of a previous Council resolution. If reports have been deferred to a subsequent month, this will be indicated, along with a reason for the deferral.

1. The information be received.

# ATTACHMENTS

There are no attachments to this report.

#### 1. BACKGROUND

- 1.1 Historically, a list of resolutions requiring a future report to Council has been presented to each standing committee for noting.
- 1.2 The reports to standing committees also capture reports that are required to be presented to sub committees that fall within the responsibility of that standing committee.
- 1.3 The administration will now separate these and present a report indicating items that, as a result of a Council resolution, will be presented to each sub committee.

## 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 Report authors and General Managers.
- 2.2 External
  - 2.2.1 Nil.

# 3. REPORT

3.1 The table below outlines the reports to be presented to the Youth Council as a result of a Council resolution.

Meeting Item	- Heading and Resolution	Officer
25/02/2019	Motion on Notice – 24 <sup>th</sup> Annual YMCASA Youth Parliament Sponsorship	Jo Cooper
Council	2. A condition of the financial support provided be for	
7.3	Ms Robertson to present a report to Youth Council regarding her participation.	
Due:	October 2019	

# 4. CONCLUSION / PROPOSAL

4.1 Future reports for the Youth Council Sub Committee have been reviewed and are presented to Council for noting.

# **CO-ORDINATION**

Officer:	EXECUTIVE GROUP
Date:	28/05/2019

ITEM	YC2
	YOUTH COUNCIL SUB COMMITTEE
DATE	11 June 2019
HEADING	Youth Council Membership
AUTHOR	Jules Brett, Community Planner Youth Participation, Community Development
CITY PLAN LINKS	4.3 Have robust processes that support consistent service delivery and informed decision making.
SUMMARY	This report recommends the acceptance of an application to join Youth Council from Netra Dulal until December 2020.

1. That the youth member application from Netra Dulal for the balance of a two year term until December 2020 be accepted.

## ATTACHMENTS

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

1. Terms of reference

## 1. BACKGROUND

- 1.1 Youth Council is a formal section 41 subcommittee of Council.
- 1.2 Youth Council serves as an advisory committee to Policy and Planning Standing Committee.
- 1.3 Youth Council has a formal Terms of Reference (attached) which defines and details its purpose.
- 1.4 Prior to the commencement of each calendar year Youth Council membership is reviewed in accordance with the Terms of Reference.
- 1.5 At the appointment of new members by Council in January 2018, vacancies existed for mentors.
- 1.6 The Youth Council Terms of Reference (endorsed 15th December 2014) through section 4.1 provides for up to eighteen youth members on Youth Council.
- 1.7 The Terms of Reference under section 4.8 allows for the appointment of a youth member for a two year term.
- 1.8 The Terms of Reference under Section 4.9 state that appointments will be held annually for vacant committee positions, or as required to fill a casual vacancy that arises during a term of appointment, for the balance of the remaining term.
- 1.9 In January 2018 we had a total of 17 youth members, followed by the resignation of one member in March 2018 leaving a total of two positions vacant.

# 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 Communication with Youth Council Members
- 2.2 External
  - 3.2.1 Nil

# 3. REPORT

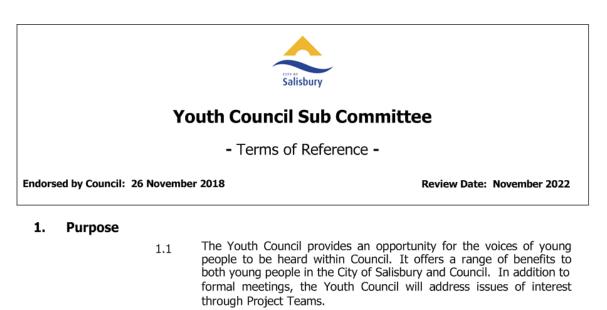
- 3.1 Netra Dulal expressed interest in joining youth council as a youth member in a conversation with Julie Brett, Community Planner Youth Participation on 03/05/19
- 3.2 Netra had originally applied for sponsorship for Youth Parliament but due to gaining employment this was no longer an option. He then expressed his interest in Youth Council.
- 3.3 Netra is volunteering as a videographer with City of Salisbury for marketing and communication, filming at the Salisbury Secret Garden and Catch a Carp events and will be continuing to volunteer in this area.
- 3.4 He is very interested in volunteering with the Salisbury Youth Council as well.
- 3.5 Netra is from a Bhutanese background, a resident of City of Salisbury and graduated with Bachelor of Media Arts from University of South Australia.
- 3.6 A formal interview was conducted on 09/05/19 with the Community Planner Youth Participation. A Youth Council member was not in attendance but Deputy Chair Mon Maya Chamlagai is his referee
- 3.7 It is recommended that Council accept the youth member application for the balance of a two year term until Dec 31 2020

## 4. CONCLUSION / PROPOSAL

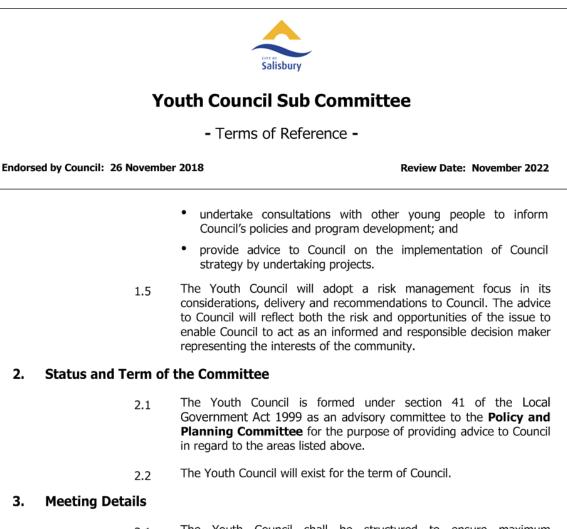
4.1 That Council has undertaken an interview process to fill a casual vacancy for a youth member for Youth Council and that Netra Dulal is recommended to fill the vacancy

## **CO-ORDINATION**

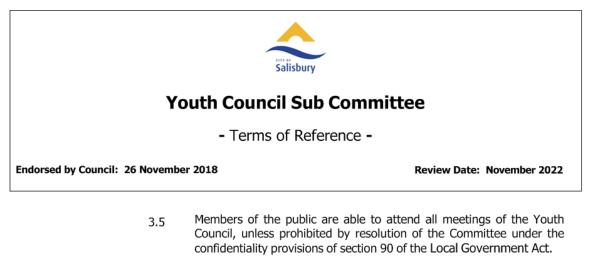
Officer:	EXECUTIVE GROUP
Date:	28/05/2019



- 1.2 The Youth Council enables Council to consult with, and benefit from the expertise of, young people on matters relating to policy development, service provision and issues relevant to young people. This enables young people to become involved in the planning, development and delivery of relevant youth services and projects for the City.
- 1.3 The Youth Council is an approach to fulfilling the following objectives:
  - to consult with young people to contribute to more effective Council decision-making and achieve improved outcomes across Council;
  - to develop young people's skills in civic participation in fulfilling the democratic right of young people to participate in decisions that affect their lives; and
  - to enhance young people's roles as active community members in achieving outcomes towards a more inclusive community.
- 1.4 The aims of Youth Council are to:
  - act as an advocate and provide expertise to Council on issues important to young people in the City of Salisbury;
  - make recommendations to Council on issues affecting young people in the City of Salisbury;
  - address issues of concern to young people;
  - monitor and evaluate Council's youth services and Youth Action Plan;
  - monitor and evaluate Council's policy and strategic directions in other areas of interest to young people;
  - raise community awareness of issues important to young people;
  - foster better working relationships between young people and local government;



- 3.1 The Youth Council shall be structured to ensure maximum participation and inclusion of young people. The Youth Council will meet six times per annum (February, April, June, August, October and December).
- 3.2 Meetings of the Youth Council will be held in the John Harvey Gallery or Council's Committee Rooms in the second week of the month (except for the December meeting which will be held in the first week of the month).
- 3.3 In accordance with Section 87 of the Local Government Act, a minimum of three clear days notice of an ordinary meeting will be provided to members of the Committee.
- 3.4 Public notice of meetings will be given through display of the Notice of Meetings. The Youth Council Agenda will also be published on the City of Salisbury website and available for inspection prior to each meeting at 12 James Street Salisbury.



#### 4. Membership

- 4.1 The membership of the Youth Council comprises:
  - 18 young people (aged 14-25 years);
  - 6 mentors;
  - up to 3 elected members; and
  - the Mayor (ex-officio).
- 4.2 Membership of Youth Council shall aim to include a broad range of young people from a range of ages and backgrounds.
- 4.3 Youth Council representatives must live, work, study or volunteer in the City of Salisbury.

#### 4.4 Youth Members

Applicants for youth membership must demonstrate the following attributes:

- an interest in youth issues;
- an interest in community involvement;
- a commitment to being part of a project team; and
- an ability to attend all Youth Council meetings.

#### 4.5 Youth Members Membership Term

- Membership for Youth Members of Youth Council shall apply for a two (2) year term.
- A minimum of 1 x 2 year term and maximum of 2 consecutive terms (a maximum of four (4) years) are available to each Youth Member).
- Youth members who wish to sit a second term on Youth Council must reapply using the member's application form.



• Irrespective of the above, a Youth Members' term will end at the time of their 26<sup>th</sup> birthday.

#### 4.6 Elected Members

Council will appoint a maximum of three (3) elected members to Youth Council for the term of Council.

#### 4.7 Mentors

Applicants for mentor membership will be available to community members aged 18 years or over.

Mentors may apply for individual or organisational membership of the Youth Council.

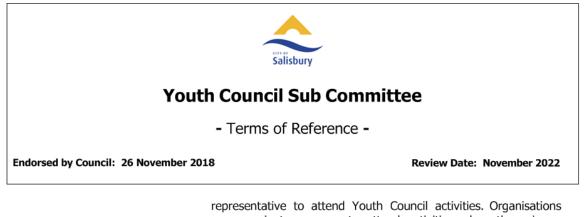
All mentors should either represent a youth organisation, school, community group, business or organisation in the City of Salisbury, or as individual members, be active in the support of youth/youth initiatives.

Applications for Mentor positions must provide evidence of skills/experience in working with young people, supporting youth initiatives and encouraging youth participation.

Exiting Youth Members who have completed two terms on Youth Council may apply for Mentor positions. Where an exiting Youth Member does not meet the minimum age requirement for a Mentor position, this requirement will be waived.

#### 4.8 Mentor Membership Term

- Membership for Mentor Members of Youth Council shall apply for a two (2) year term.
- Mentors may reapply for membership at the conclusion of each term. There is no limitation on the number of terms a Mentor may be appointed for.
- Organisations that hold Mentor positions will nominate a primary



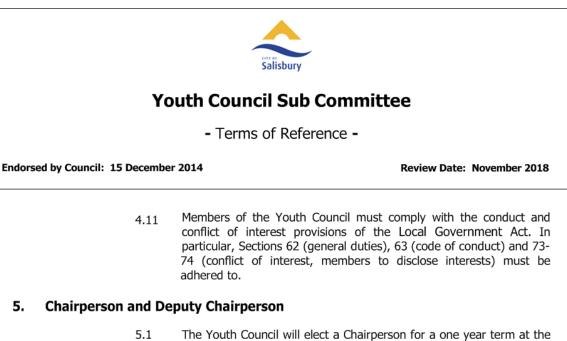
representative to attend Youth Council activities. Organisations may nominate a proxy to attend activities when the primary representative is not available.

#### 4.9 Membership Selection

- Appointments will be held annually for vacant committee positions, or as required to fill a casual a vacancy that arises during a term of appointment, for the balance of the remaining term.
- Membership will be determined via a selection process, which requires the completion and submission of the Youth Council membership application form.
- A selection committee will be convened and made up of two Youth Council members and an appropriate City of Salisbury staff member.
- Selection will be based upon assessment of the applications against the relevant criteria. Alternative opportunities for young people not selected will be available through the project teams and other youth programs.

#### 4.10 Meeting Attendance

- 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.



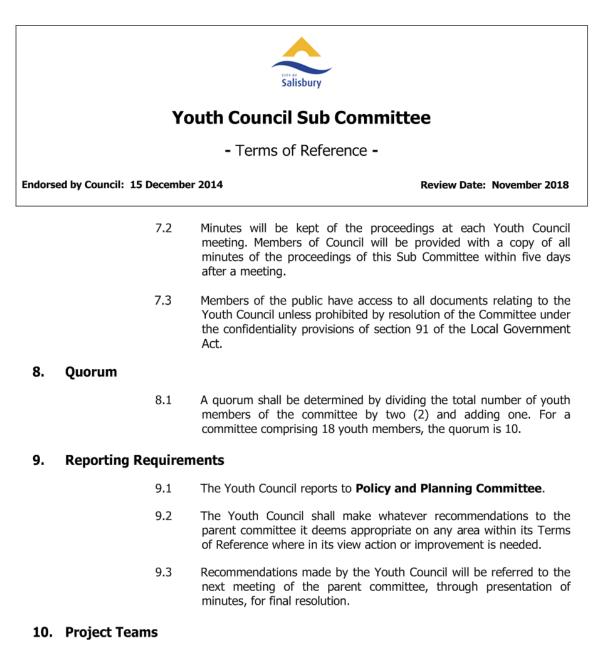
- 5.1 The Youth Council will elect a Chairperson for a one year term at the February meeting in each year. The Chairperson must be a youth member and have at least one year experience on Youth Council.
- 5.2 The Chairperson's role is to chair the Youth Council meetings and carry out their duties as outlined in the job description for that position. Training and support is provided to the Chairperson.
- 5.3 The Youth Council will elect a Deputy Chairperson for a one year term at the February meeting in each year. The Deputy Chairperson must be a youth member. The Deputy Chairperson role is to carry out their duties as outlined in the job description for that position. Training and support is provided to the Deputy Chairperson.

#### 6. Voting Rights

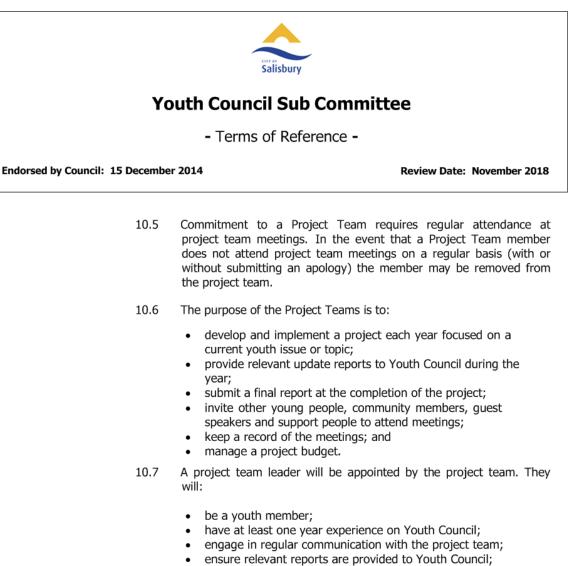
- 6.1 All members have equal voting rights. A question arising for a decision will be decided by a majority of votes cast by all members present.
- 6.2 Each member must vote on a question arising for a decision.
- 6.3 The Chairperson has a deliberative vote, but does not, in the event of an equality of votes, have a casting vote.
- 6.4 In the event of an equality of votes, the matter must be referred to the parent committee, in this instance the Policy and Planning Committee, for decision.

#### 7. Meeting Procedures, Minutes and Documents

7.1 All meetings of the Youth Council will be held in accordance with the Local Government Act 1999 (and relevant Regulations), the City of Salisbury Code of Practice for Meeting Procedures and the City of Salisbury Code of Practice for Access to Meetings and Documents.



- 10.1 Youth Council may establish at least one and up to three project teams each year to focus on a particular issue of importance to young people. Project teams will be established at the first Youth Council sitting for the year.
- 10.2 Project teams will report directly to the Youth Council.
- 10.3 Project teams will be comprised of at least six (6) youth members (14-25 years) and a minimum of one (1) mentor. Project teams are youth-led and comprise members of the Youth Council and other relevant young people. Mentors will offer support to the project teams and attend meetings.
- 10.4 Youth members must participate in at least one project team. There is no limit to the number of Project Teams a Youth Council member may join.



- liaise with staff in relation to team progress; and
- facilitate team meetings.
- 10.8 Elected members have the opportunity to attend and participate in project teams if they choose.
- 10.9 Support of project teams will be provided by relevant members of staff. Project team meetings will occur at times and locations convenient to the young people involved.

ITEM	YC3
	YOUTH COUNCIL SUB COMMITTEE
DATE	11 June 2019
HEADING	Youth Council Project Teams Update
AUTHOR	Jules Brett, Community Planner Youth Participation, Community Development
CITY PLAN LINKS	<ul><li>3.3 Be a connected city where all people have opportunities to participate.</li><li>4.1 Strengthen partnerships that enable us to better address our community's priorities.</li></ul>
SUMMARY	This report will provide an update on the Youth Council Project teams

1. That the information be received and noted

# ATTACHMENTS

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

- 1. DV & Family Violence Project Update
- 2. Life Beyond 18 Project Team Update

## 1. BACKGROUND

- 1.1 Youth Council held an induction and planning camp in January 2019
- 1.2 As part of the camp planning Youth Council members explored the youth issues they believe are relevant for young people in Salisbury. The 2017-2021 Strategic Youth Action Plan objectives and implementation plans were taken into consideration in developing project ideas. Some of the current Youth Council members were involved in the consultation process for the development of the strategy.
- 1.3 A list of 5 project ideas were developed and discussed, and Youth Council members (both at attendance and those not present) were involved in a simple voting process at camp and through a poll on Facebook to select priority projects.
- 1.4 At the Youth Council meeting in February 2019, the Youth council recommended the establishment of two project teams and recommended appointment of project team leaders to undertake two projects during 2019.
- 1.5 The following two projects were initiated:
  - DV and Family Violence
  - Life Beyond 18

# 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 Luke Hall, Team leader, DV & Family Violence
  - 2.1.2 Tom Wood, Team Leader, Life Beyond 18
- 2.2 External
  - 2.2.1 SAPOL White ribbon walk discussion

# 3. **REPORT**

# **DV & FAMILY VIOLENCE**

- 3.1 The aim of this project is to create awareness about the issues of DV & Family Violence in our community and to inform young people of where they can access assistance
- 3.2 Key outcomes for the project will include data gathering regarding DV in our community, an event on White ribbon day in collaboration with the Council initiated event, partnering with SAPOL for their White ribbon walk in July and the creation of an art project.

# LIFE BEYOND 18

- 3.3 The aim of this project is to develop a program to assist young people to navigate through life after 18 years through providing education, information and practical skills
- 3.4 Key outcomes for this project will include the development of an 8 week program and delivery of the pilot program. Long term outcomes will include ensuring the sustainability of the program which can be repeated either at Twelve25 or another space in 2020

# 4. CONCLUSION / PROPOSAL

4.1 Project teams provide the opportunity for Youth Council members to plan develop and implement key projects that address issues of importance for young people in Salisbury. Youth Council has developed project briefs to provide structure to the teams and clarity for council regarding the projects and their outcomes

# **CO-ORDINATION**

Officer:	EXECUTIVE GROUP
Date:	28/05/2019

#### DV & Family Violence Project Team Update 13<sup>th</sup> May Luke Hall

The project team met with Sgt Deb Lutkens from the Salisbury Crime Prevention Unit (SAPOL) this week and agreed to collaborate with them on their White Ribbon walk held in July in the Salisbury CBD.

Youth Council have agreed to fund a banner for the walk, make some badges, promote the event through their networks and participate in the walk inviting friends and family to also join them.

We are also eagerly awaiting the result of a submission to receive funding to do an art project at the Salisbury North Skate park involving a local artist and local young people.

If this project goes ahead the team will also plan a morning tea and launch of this project, inviting Northern Domestic violence service, a local community centre and a sporting club to participate.

Discussions have also been held with Council's White Ribbon group about the possibility of an event for White Ribbon Day in November

## Life Beyond 18 Project update May 13 2019

# Tom Wood

The Life Beyond 18 Project team is currently writing the session plans and contacting people who may be able to offer more professional advice; for example staff from the ATO, Housing SA and Anglicare

The timeframe for the project to commence is July-October

The team is developing content for an open form expression of interest link to be shared on the Cos website, Youth in Salisbury Facebook page and email out to service providers to share with their young people. This form will give us an indication of interest in the program, preferred day and time for young people to engage in the program and what topics they think are important.

Based on this we will then book room at Twelve25 to host the program and develop a flyer.

Youth Council members will undergo training in facilitation in June/July to assist them to deliver the program in a professional manner

ITEM	YC4
	YOUTH COUNCIL SUB COMMITTEE
DATE	11 June 2019
HEADING	Youth Programs and Events Update June 2019
AUTHOR	Kate Kitching, Youth Services Project Officer, Community Development
CITY PLAN LINKS	<ul><li>1.3 Have a thriving business sector that supports community wellbeing, is globally oriented and creates job opportunities.</li><li>3.3 Be a connected city where all people have opportunities to participate.</li><li>4.1 Strengthen partnerships that enable us to better address our community's priorities.</li></ul>
SUMMARY	The report provides an update of youth focused programs and events for 12-25 year olds.

1. That the information be received and noted.

# ATTACHMENTS

There are no attachments to this report.

## 1. BACKGROUND

1.1 The staff from Twelve25 participates in the Youth Council Sub Committee meetings to ensure a strong working relationship with Youth Council.

## 2. CONSULTATION / COMMUNICATION

- 2.1 Internal
  - 2.1.1 Team Leaders, Community Capacity and Learning
  - 2.1.2 Community Centre Coordinators, Community Capacity and Learning
  - 2.1.3 Community Learning Coordinator, Community Capacity and Learning

## 3. REPORT

- 3.1 This report provides a summary of youth programs delivered by both Twelve25 and the Community Learning Programs team across the City of Salisbury as a recap of previous and upcoming activities.
- 3.2 The City of Salisbury through Twelve25 Salisbury Youth Enterprise Centre, Salisbury Youth Council and Morella Community Centre with the Salisbury City Rotaract Club formed a working party to plan and deliver two SA Youth Week events.

- 3.3 Quizzle Me This Quiz Night was held at the Para Hills Community Hub on 13 April with 50 attendees. The positives were that we engaged with an older youth cohort of 16-25 year olds, Talk Out Loud, Salisbury City Rotaract Club, Salisbury Youth Council and Playford YAC attended using the night for team building and overall an enjoyable night was had by all.
- 3.4 The SA Youth Week Art Exhibition & Competition was held in the John Harvey Gallery with a Celebration Night on 15 April. 45 entries were received, for some artists it was their first time exhibiting and the night included music, food and the announcement of the three prize winners.
- 3.5 Twelve25 and the Salisbury Youth Council are working together to host the NAIDOC Games and Activities Day on Thursday 11 July. The activity is also in the school holidays. There is no cost for young people to attend and bookings can be made through: <u>https://naidoc2019.eventbrite.com.au</u>
- 3.6 At the Mawson Centre activities include an after school learning program for kids aged 7-13 which is growing rapidly. Computer Animation runs on Mondays and Tuesdays, Coding Club on Tuesdays, Chess Club on Tuesdays and LEGO Mindstorms on Wednesdays. There are 50 individual visits each week attending these programs. There is a Cartooning Course starting in Term 3 for teenagers.
- 3.7 The Community Learning Programs team has submitted a grant with the Government of South Australia Department of Innovation and Skills of \$30,000 for Non-Accredited Adult Community Education funding. If successful the course Pathway to Creative Industries will target 15 young people per program and run twice, 2 days a week for 10 weeks. The course is designed to create opportunities for participants to develop skills and knowledge to explore the design process, build collaborative abilities, write for different audiences and purposes, and understand creative technologies production such as photography, visual design and desktop publishing.

## 4. CONCLUSION / PROPOSAL

4.1 The programs and services on offer across the Community Capacity and Learning Division are provided to Youth Council members for information and to share with the wider community of young people.

## **CO-ORDINATION**

Officer:	EXECUTIVE GROUP
Date:	28/05/2019

Item YC4