

Youth Advisory Committee

Meeting Date: Wednesday, 16 March, 2022
Location: Council Chambers, City Administrative Centre, Bridge Road, Nowra
Time: 10:00am

Please note: Council's Code of Meeting Practice permits the electronic recording and broadcast of the proceedings of meetings of the Council which are open to the public. Your attendance at this meeting is taken as consent to the possibility that your image and/or voice may be recorded and broadcast to the public.

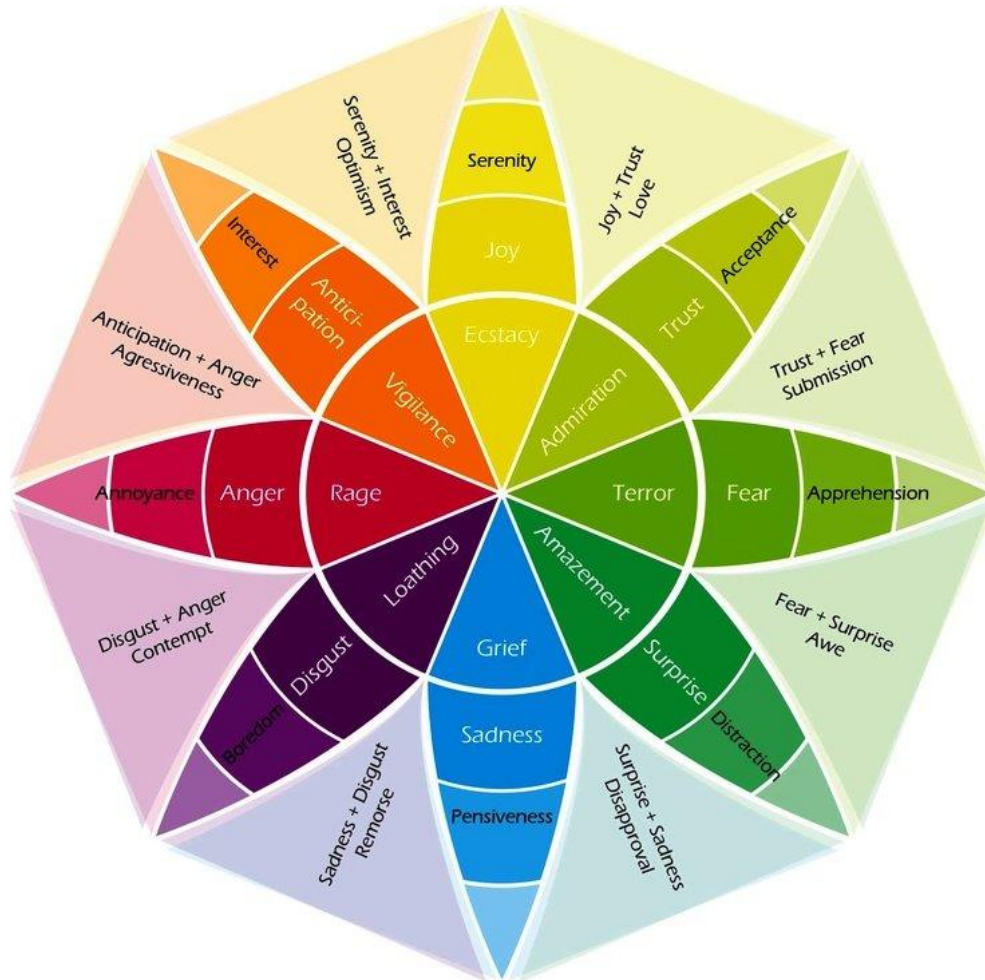
Agenda

1. Election of Chairperson (every meeting)
2. Acknowledgement and Welcome to Country
3. Apologies
4. Confirmation of Minutes
 - Youth Advisory Committee - 1 September 20211
5. Declarations of Interest
6. Presentations
 - YA22.1 City Lifestyles Presentation - Overview of the Youth Advisory Committee
 - *Overview of the Committee*
 - *Terms of Reference*
 - *Strategic Plan*
 - *Relevant Policies and Procedures*
 - YA22.2 Presentation - Governance - Brief Induction
 - *Code of Conduct*
 - *Code of Meeting Practice*
 - *Delegations*
 - *Declaration of Interests*
 - YA22.3 Open Round Table Discussion - Mental Health and Wellbeing in Young People in the Shoalhaven

We would like to take the opportunity to check in with members to see how everyone is arriving today.

Prompt questions:

1. What emotion on this colour wheel do you most relate to right now?



2. What actions do you take to feel good about your mental health and wellbeing?

3. How do you check in with you friends if you are worried about their mental health and wellbeing?

4. What are the top three things that you hear friends/ peers talking about that affect them?

5. Where would you or your friends seek support?

7. Reports

YA22.4	Come Together Through Community, 2022 NSW Youth Council Conference	6
YA22.5	Nowra Youth Centre Bus - Request for Financial Support for Running Costs.....	29
YA22.6	Youth Advisory Committee Terms of Reference Review	33
YA22.7	Action Table Update - March 2022.....	41

8. General Business

Membership

Chairperson – Appointed by Committee at each meeting

All Councillors

Member for Gilmore – Fiona Phillips MP or nominee Sophie Phillips

Member for Kiama – Gareth Ward MP or nominee Sebastien Riou

Member for South Coast – Shelley Hancock MP or nominee Jacob Williams

Representative - Shoalhaven Local Area Command NSW Police

Representative - Sanctuary Point Youth & Community Centre

Representative - Bay and Basin Community Resources

Representative - Nowra Youth Centre

Representative - Police Citizens Youth Club

Representative - Regional Development Australia

Representative - Shoalhaven Business Chamber

Representative - 330 Squadron Australian Air Force Cadets

Pallas Retimana

Hannah Schofield

Sienna Miller

Cassandra O'Carroll

Hannah Johns

Khy Antoniazzo

Veronica Burt-Leonard

2 voting representatives from each local High School

Quorum – 6 members**Purpose**

- a) To represent the interests and views of young people to Council and the Community
- b) To provide an opportunity for young people to discuss issues of concern to young people
- c) To provide a mechanism for young people to make representations to organisations and various spheres of Government requesting appropriate action to improve facilities and services available to young people
- d) To give young people experience in Local Government and community affairs
- e) To create greater awareness and appreciation within the general community of the needs and talents of young people
- f) To provide a mechanism for young people to address youth issues themselves

Delegated Authority

Act within adopted budgets aligning with Council's strategic plans and documents to deliver youth programs and activities that meet the needs of local young people.

MINUTES OF THE YOUTH ADVISORY COMMITTEE

Meeting Date: Wednesday, 1 September 2021
Location: Microsoft Teams
Time: 10.04am

The following members were present (remotely):

Clr Patricia White
Roshan Devulapally – Shoalhaven High School – Chairperson
Veronica Burt-Leonard - University of Wollongong
Shoalhaven High School – Representative - Charlie Butler
Vincentia High School – Representatives - Bridget Raftery, Jenna Langenegger, Jaymee-lee Joines
Ulladulla High School - Representatives - Ella Whitall, Saphira Webber, Ebony Wellman (joined meeting at 10:55am)

Others Present (remotely):

Andrew Adams – Office of Sport NSW
Maree McNeil – Vincentia High School
Annette Brooks – Ulladulla High School
Carly McWalters - Team Leader – Community Capacity Building
Jessica Richardson - Community Capacity Builder

Roshan Devulapally gave an Acknowledgement of Country to the meeting.

Apologies / Leave of Absence

Nil

Confirmation of the Minutes

RESOLVED (Charlie Butler / Veronica Burt-Leonard)

That the Minutes of the Youth Advisory Committee held on Wednesday, 5 May 2021 be confirmed.

CARRIED

Declarations of Interest

Nil.

PRESENTATIONS

YA21.15 Open Discussion - How has the recent lockdown due to the COVID-19 Pandemic affected you and the young people that you represent?**HPERM Ref:
D21/361133**

The topic for discussion to open this meeting was: How has the recent lockdown due to the COVID-19 Pandemic affected you and the young people that you represent?

Open discussion took place and the student representatives identified the following issues affecting young people in the Shoalhaven due to the recent lockdown:

- Missing participation in sports - both at school and out of school (weekend) sports
- Missing interschool interaction for example, debating and sporting competitions.
- Veronica Burt-Leonard (University of Wollongong) noted that due to the COVID 19 Pandemic there are a lot of university students who have actually never studied on campus, even though they are now in their second year of study, so they are missing out on important networking opportunities.
- Socialisation is a very big part of school and while conversations are happening amongst students and between teachers and students, the conversations are very rigid and school or lesson focussed, and not social discussions.
- Some other activities have become important for socialising – for example meeting up with a friend for a walk on the beach, conducted within the COVID-safe guidelines.
- Important early employment opportunities are being missed due to the cancellation of work experience.
- The lockdown is causing tension in families, particularly for parents who are working from home whilst also home-schooling children and where those children require additional attention.
- Some students don't have the technology or access to strong internet to complete all the requirements of schooling from home.

**YA21.14 Office of Sport, NSW - Youth Advisory Committee - 1
September 2021****HPERM Ref:
D21/351258**

Mr Andrew Adams - Office of Sport NSW made a presentation to the meeting and asked for feedback to be relayed to him via Council staff or teachers, on the following topics:

- Suggested rebranding and slogans for the Shoalhaven Active Youth Program, most students opted for "Picture A" in the rebranding, no strong commitment shown to either slogan put forward.
- Promotional Media – school outreach and pop-ups. Are these the best way to connect with young people, or are there any other suggestions?
- Input on youth targeted marketing to promote activities to young people.
 - Students advised that Instagram, Snapchat and Tiktok would target the youth audience best.
 - Facebook would reach parents and their network which would also be useful.
 - Stocklands pop-up is a great idea, with exposure to many people in different age groups and demographics. A pop-up at Vincentia Marketplace would also be beneficial in this regard.

- School Gmail notification to students.
- Notifications in Google Classrooms.
- PDHPE classes within schools to target special sessions.
- Promotional video not necessarily focussing on team sports but also creative activities such as art or cooking, and use students in the video to help motivate other students.
- Gala Days and pop ups at come and try days and competitions.
- Need to ensure inclusivity – target CALD and people with Disability to participate.

Andrew also spoke about the Active Kids and Creative Kids Vouchers which are available twice a year - on 1 January and 1 July. The vouchers are available through the parents MyGov account and also through Service NSW.

REPORTS

YA21.16 Committees Reconfirmed to December 2021

**HPERM Ref:
D21/342145**

Jessica Richardson - Community Capacity Builder advised that Council has resolved to extend the Terms of Reference and the Councillors who are the members of Council's Advisory Committees until after the elections are held in December.

This would normally occur in September but due to the postponement of the elections, Council voted to extend the Advisory Committees for the interim period.

Recommendation (Item to be determined under delegated authority)

That the Youth Advisory Committee receive for information the report reconfirming the 2020-21 Councillor membership and Terms of Reference until Council's Advisory Committees are reaffirmed by the newly elected Council.

RESOLVED (Charlie Butler / Bridget Raftery)

That the Youth Advisory Committee received for information the report reconfirming the 2020-21 Councillor membership and Terms of Reference until Council's Advisory Committees are reaffirmed by the newly elected Council.

CARRIED

YA21.17 Action table update - August 2021

**HPERM Ref:
D21/301479**

Jessica Richardson provided an update on the Youth Advisory Committee Action Table to the meeting.

Recommendation (Item to be determined under delegated authority)

That

1. The Youth Advisory Group receive the Update on Actions report for information.
2. The Youth Advisory Group acknowledge the following actions as completed and be removed from the action table
 - a. YA21.9 - Planning Day - Gender Neutral Initiatives - Working Group Formation

b. YA21.10 - Youth Advisory Committee Terms of Reference

RESOLVED (Saphira Webber / Charlie Butler)

That

1. The Youth Advisory Group receive the Update on Actions report for information.
2. The Youth Advisory Group acknowledge the following actions as completed and be removed from the action table
 - a. YA21.9 - Planning Day - Gender Neutral Initiatives - Working Group Formation
 - b. YA21.10 - Youth Advisory Committee Terms of Reference

CARRIED

YA21.18 Youth Week 2022**HPERM Ref:
D21/355456**

Initiatives and activities that were identified for Youth Week 2022 include:

- Sporting opportunities, possibly scholarships, for young people.
- Being an inclusive event to target everyone.
- A team building exercise, for example a Colour Run.
- Artistic opportunities – students could make a mural during Youth Week and it could then be displayed somewhere in the Shoalhaven.
- Involve local businesses – for example cooking classes, a swim in or drive in movie, games days (video gaming consoles).
- Competitions that target different audiences – art, music, short-film making as well as sporting competitions.
- Tiktok challenge – school against school competitions.

Jessica urged all members of the Youth Advisory Committee to complete the draft survey that will be distributed shortly for Youth Week 2022.

It was suggested that once the survey is finalised it be distributed to schools to get student feedback on ideas for Youth Week as an online survey, distributed via Google Classroom.

Recommendation (Item to be determined under delegated authority)

That the Youth Advisory Committee:

1. Receive this report on activities planned for Youth Week 2022.
2. Make recommendations for activities to take place during Youth Week 2022.
3. Endorse the recommendation for Employment Expo for Young People to be planned during Youth Week 2022.
 - a) Support the recommendation for Unions Shoalhaven presentation to be withdrawn from any future YAC meetings and instead invite Unions and other employment stakeholders to take part in the Employment Expo, as above, to disburse information to a wider group of young people.
4. Nominate a Planning Group to support in planning the above Youth Week 2022 activities
 - a) Support recommendation for members of the Activities for Young People Working Group to make up the Planning Group for Youth Week 2022, or

- b) Members from all working groups can nominate to form a Planning Group for Youth Week 2022.
- 5. Endorse recommendation for Council to offer a small grants program for community members and organisations to apply for funding to run external Youth Week 2022 activities.

RESOLVED (By consent)

That the Youth Advisory Committee:

- 1. Receive this report on activities planned for Youth Week 2022.
- 2. Make recommendations for activities to take place during Youth Week 2022.
- 3. Endorse the recommendation for Employment Expo for Young People to be planned during Youth Week 2022.
 - a. Support the recommendation for Unions Shoalhaven presentation to be withdrawn from any future YAC meetings and instead invite Unions Shoalhaven and other employment stakeholders to take part in the Employment Expo, as above, to disburse information to a wider group of young people.
- 4. Nominate a Planning Group to support in planning the above Youth Week 2022 activities. Members from all working groups can nominate to form a Planning Group for Youth Week 2022.
- 5. Endorse the recommendation for Council to offer a small grants program for community members and organisations to apply for funding to run external Youth Week 2022 activities

CARRIED

GENERAL BUSINESS

YA21.19 Nomination of Chair for Next Meeting

Recommendation (Item to be determined under delegated authority)

That Vincentia High School be nominated as Chair for the next meeting of the Youth Advisory Committee, at a date to be confirmed.

RESOLVED (Saphira Webber / Jaymee-lee Joines)

That Vincentia High School be nominated as Chair for the next meeting of the Youth Advisory Committee, at a date to be confirmed..

CARRIED

There being no further business, the meeting concluded, the time being 11:50am.

Roshan Devulapally
CHAIRPERSON

YA22.4 Come Together Through Community, 2022 NSW Youth Council Conference

HPERM Ref: D21/320280

Department: Community Connections

Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Shoalhaven City Council Youth Advisory Committee Feedback - Come Together Through Community - NSW Youth Council Conference 2022 [↓](#)
2. NSW Youth Council Conference - 2022 Program [↓](#)

Reason for Report

To provide the group with a report on the Youth Advisory Committee's representation at the NSW Youth Council Conference 2021.

Recommendation (Item to be determined under delegated authority)

That the Youth Advisory Committee

1. Receive this report regarding the Shoalhaven Youth Advisory Committee's representation at the NSW Youth Council Conference 2022.
2. Support the allocations of funds (\$604.91) to cover the cost of two committee members and a support Council staff member attending the NSW Youth Council Conference from the Youth Advisory Committee budget.

Options

1. Youth Advisory Committee members note report for information and approve the use of YAC Funds retrospectively

Implications: Youth Advisory Committee members are made aware of the experience of two of their members at the NSW Youth Council Conference in Goulburn from 18 - 20 February 2021 and the use of the YAC Budget to cover the costs of attendance at the NSW Youth Council Conference by their members and the Council support staff.

2. Youth Advisory Committee (YAC) members determine an alternate recommendation

Implications: unknown until discussed

Background

Shoalhaven City Council was well represented at the 2022 NSW Youth Council Conference over the weekend, from Friday 18 to Sunday 20 February 2022, by two of the Youth Advisory Committee Members - Veronica Burt and Bridget Raftery. These representatives were supported by the Community Capacity Building Team's Jessica Richardson.

The Goulburn Mulwaree Youth Council together with Goulburn Mulwaree Council took the theme "Come Together Through Community" to heart with a conference that featured a range of speakers, interactive workshops, and unique social events - please see attachment 2 for full program details.

The Conference was a fantastic opportunity for our Youth Advisory Committee members to network with like-minded young leaders from across the state. The Conference also provided the opportunity for participants to connect, share and unlock their capacity as future leaders

in their communities, as well as to unpack and innovate solutions around the three themes for the conference:

1. Social Media for good
2. Mental Health
3. Sustainable Life

These workshops proved valuable opportunities for the representatives, giving them the tools to understand how to identify their passions and turn these into action.

Our Youth Advisory Committee Members have returned to the Shoalhaven ready to action change in our community and provide more opportunities for young people across the Shoalhaven.

Conference Feedback

Please see attachment 1 for full NSW Youth Council Conference feedback details given by Bridget and Veronica. In summary:

Positives from the conference: the YAC members commented on how the conference incorporated a combination of seminars, audience participation activities and workshops which ensured engagement and enthusiasm across the weekend. There were also a number of fun social activities provided to the conference participants which made the experience all the more memorable and offered the opportunity for informal networking.

Other feedback: the YAC members commented that there were segments of the conference where speakers referred to content that did not feel relevant to the overall theme of the conference or realistic in terms of solutions to be actioned by the target cohort.

Recommendations: the YAC members commented that attending the conference was a highly valuable experience and they would recommend for future YAC members to participate in the conference going forward.

In their words:

"I feel inspired and capable of the change I want to create. I was proud to represent the Shoalhaven on a state level. It was an honour to be surrounded by so many driven young leaders. I would absolutely recommend for other young people to attend the event; it was a great opportunity for fun and to network" - Veronica Burt.

"I was happy to meet new people and have the opportunity to be thoughtful and self-reflective on my experience and ideas. I was honoured to be part of a state-wide event where I can share my ideas. It means my ideas and opinions are valued. I would absolutely recommend attending the conference, I learnt so much and networked. It was such a valuable experience. The connection of NSW youth is unparalleled and I'm incredible excited to bring home new ideas to work on with the YAC and broader community!" – Bridget Raftery

Next Steps

Bridget and Veronica would like the opportunity for more conversations with the Youth Advisory Committee and their peers to share actionable ideas in how Council may be able to provide youth programs for youth development. Based on this feedback Council staff are exploring opportunities for youth-led action and will involve the YAC members in future project planning.

Examples of actionable ideas that the Youth Advisory Committee may seek to support include:

1. Mental Health First Aid Courses for young people in the Shoalhaven
2. Clothes swap and community wardrobe pop-ups to encourage sustainable purchasing

Conference Costs

The following items were required for attendance at the Conference, and it is proposed that the funding to cover these costs is drawn from the Youth Advisory Committee Budget.

Item	Cost
Accommodation	\$470
Groceries	\$40.91
Fuel	\$94
Total	\$604.91

The Youth Advisory Committee representatives would like to acknowledge that the Goulburn Mulwaree Council and Youth Council were able to cover the registration fees for participants, thereby reducing the cost involved.

Financial Implications

The cost of the attendance, \$604.91, at the NSW Youth Council Conference by two Youth Advisory Committee Members and one Council staff member will be funded by the Youth Advisory Committee Budget.

Come Together Through Community, 2022 NSW Youth Council Conference

Shoalhaven Youth Advisory Committee Participant Feedback

Youth Council Conference Feedback

1. What did you most like about the Workshop?

Veronica: The fun, doing activities that focused on action. In Rosies workshop we also planned a movement through Social Media and discussed grant options. A lot of the social activities that Goulburn put on were great. I liked the balance between fun and work.

Bridget: I liked the combination of seminars, audience participation and workshops to 'learn'. It was good to have tangible actions to take home. Networking with like minded people. Fun!

2. What did you not like about the Workshop?

Veronica: Dr Arnes first workshop was not something I liked. It felt irrelevant, and the actions discussed were unrealistic and not actionable.

Bridget: Dr Arnes presentation. Felt irrelevant and inapplicable to context. No actionable ideas. The yarning circle activity was uncomfortable.

3. If we were to host the conference what would you do the same?

Veronica: Match the balance of fun.

Bridget: Similar atmosphere. Concrete themes (i.e. mental health). Engaging presenters.

4. If we were to host the conference what would you do differently?

Bridget: More hands on practical activities.

5. How did the workshop make you feel?

Veronica: Inspired, capable of the change I want to create.

Bridget: Excited to take ideas home. Happy with meeting new people. Thoughtful and self-reflective on my experience and ideas.

6. What does coming to this event mean to you?

Veronica: I was proud to represent the Shoalhaven on a state level. It was an honour to be surrounded by so many driven young leaders.

Bridget: Honoured to be part of a state-wide event where I can share my ideas. It means my ideas and opinions are valued.

7. Would you recommend to other young people to come to this event?

Veronica: Absolutely, it was a great opportunity for fun and to network.

Bridget: Absolutely, I learnt so much and networked. Such a valuable experience.

8. Actions from the workshop:

Veronica: I want to support initiatives to bring Mental Health First Aid courses to young people in the Shoalhaven. We could also look at organising Clothes Swap events for sustainability (focus on formal wear/ business attire) - community wardrobe pop ups.

Bridget: Actionable ideas such as youth programs for youth development.

Quotes:

Veronica:

"I feel capable of the change I want to create".

Bridget:

"The connection of NSW youth is unparalleled and I'm incredible excited to bring home new ideas to work on with the YAC and broader community!".



NSW
Youth COUNCIL
CONFERENCE • GOULBURN 2022
Come together through community

18 – 20 February 2022
Goulburn Recreation Area

OFFICIAL PROGRAM
& CONFERENCE
INFORMATION

GOULBURN
Australia

Supported by the
NSW
GOVERNMENT

GOULBURN MULWAREE COUNCIL

Site Map

GOULBURN RECREATION AREA



Introduction

Goulburn Mulwaree Youth Council together with Goulburn Mulwaree Council is proud to present the NSW Youth Council Conference 2022, "Come Together through Community".

The conference is a fantastic opportunity for you to network with like-minded young leaders from across the State to connect, share, unpack and develop innovative solutions to current issues and to unlock your capacity to come together through community.

If you require any assistance during your time at the conference please feel free to approach the hosting crew or volunteers who will be wearing navy shirts with the conference logo.

We hope that you enjoy your time in Goulburn!

Acknowledgments

SPONSORS

This event has been proudly sponsored by the NSW Department of Communities and Justice, Goulburn Mulwaree Youth Council and Goulburn Mulwaree Council.

CREW AND VOLUNTEERS

This event has been made possible thanks to the incredible work and commitment of our Goulburn Mulwaree Council staff, Goulburn Mulwaree Youth Council and many various volunteers. We thank each and every one of them for their support and commitment in bringing this event together.

WiFi Access

Network Name: GMC Public

No Password required you will just need to accept the Terms and Conditions.

Conference QR Code

Download the conference QR code to access the program, amazing speakers and activities.



Arrival and Registration

When you arrive, please proceed to the Veolia Arena Main Entrance. The Conference Registration Desk is located in the foyer of Veolia Arena.

The registration desk will be open from 12noon to 1.30pm, Friday 18th February.

Delegates will be provided with a conference pack which will include a conference t-shirt, lanyard and drink bottle.

Catering and Dietary Requirements

Catering will be provided as follows: Refreshments on arrival, morning tea, lunch and afternoon tea.

If you have a dietary requirement your ID tag will specify this. Voucher booklets will also be issued for all meals over the three days. Please ensure you have these on you at all times (they will be with your ID tag in the plastic pouch).

Medical Requirements

Please ensure you have discussed your medical care plan with your group supervisor before attending the conference. If you require medical attention, please notify one of our conference crew and staff will arrange for first aid to be provided.

Venue Parking/Public Transport

Goulburn Recreation Area – There is plenty of free parking on site at the complex.

Voting for the Host of the NSW Youth Council Conference 2023

Voting for the next conference will take place via the Mentimeter App. To ensure you can vote please bring your mobile device. Youth Councils/Advisory Councils wishing to make a 5 minute 'pitch' will have a chance to do so on Sunday 20th February. Results will be announced shortly after.

Please advise if your Youth Council/Advisory Council wishes to make a pitch by emailing: luke.wallace@goulburn.nsw.gov.au prior to the conference.

Alcohol

Alcohol must not be consumed during conference hours and activities. It is illegal to supply alcohol to minors. All events are alcohol-free.

COVID Safety

Please be advised that the 2022 Youth Council Conference is a COVID Safe Event. We will be adhering to all current NSW Health advice and requirements. Please ensure that you follow all the measures in place.



ID Tag and Lanyard

Your ID tag and lanyard will be provided at registration. We ask that delegates wear their lanyards at all times. This will be your "Access All Areas" pass and will enable you to gain access to the main conference, the Friday night dinner at St Saviours Cathedral Hall and Saturday night's Vibesfest and dinner in Belmore Park. Please utilise this in conjunction with your meal vouchers.

Video & Photography

Video and photography coverage of this event is being managed by Field and Film Photography. Photographic consent for your image to be taken throughout this conference was included in your registration. If you have not given permission for your image to be taken, please notify the official photographer.

Conference Timetable

Friday 18 February 2022		
TIME	ITEM	PRESENTER/LOCATION
12:00pm – 1:30pm	Registration/Lunch Activities including Music, Zumba and Stallholders TAFE NSW Simulator Truck	Veolia Arena/outdoor grassed area Veolia Arena Veolia Carpark
12:30pm – 1:30pm	Youth Worker P.D Showcase	KD Solutions – Kane Sparks
1:30pm – 3:00pm	Official Conference Opening including Welcome to Country and Smoking Ceremony	The Hon. Wendy Tuckerman, MP, Member for Goulburn & Minister for Local Government Goulburn Mulwaree Council Mayor
3:00pm – 3:30pm	Afternoon Tea Stallholders TAFE NSW Simulator Truck	Veolia Arena/outdoor grassed area Veolia Arena Veolia Arena Carpark
3:30pm – 4:30pm	Project Rockit – From Passion to Purpose: Practical Strategies for Social Change	Rosie Thomas
4:30pm	Day 1 Conference activities conclude	
6:00pm – 9:00pm	Official Conference Dinner – Brazilian BBQ and D&M Ice-cream Photo Booth Magician Lieder Theatre Youth Fire Show	St Saviour's Cathedral Hall
Saturday 19 February 2022		
TIME	ITEM	PRESENTER/LOCATION
8:20am – 8:45am	Coffee Van, Music Stallholders TAFE NSW Simulator Truck	Veolia Arena/outdoor grassed area Veolia Arena Veolia Arena Carpark
8:45am – 9:00am	MC Welcome & Housekeeping	Goulburn Mulwaree Council Youth Council
9:00am – 9:15am	Official Address - Virtual	The Hon. Ben Franklin, MLC, Minister for Aboriginal Affairs, the Arts and Regional Youth
9:15am – 10:45 am	Workshop – Social Media for Good	Project Rockit – Rosie Thomas
10:45am – 11:15am	Morning Tea Stallholders TAFE NSW Simulator Truck	Grace Millsom Function Centre Veolia Arena Veolia Arena Carpark
11:15am – 1:00pm	Mental Health Work Shop – Part 1	Rites of Passage Institute – Dr Arne Rubinstein
1:00pm – 2:00pm	Lunch Stallholders TAFE NSW Simulator Truck	Grace Millsom Function Centre Veolia Arena Veolia Arena Carpark
2:00pm – 3:00pm	Laughter Yoga	Benedicte Henry
3:00pm – 3:30pm	Afternoon Tea Stallholders TAFE NSW Simulator Truck	Grace Millsom Function Centre Veolia Arena Veolia Arena Carpark
3:30pm – 5:00pm	Mental Health Workshop – Part 2	Kane Sparks Dr Arne Rubinstein
6:00pm – 9:00pm	Vibesfest & Dinner	Belmore Park

Conference Timetable

Sunday 20 February 2022		
TIME	ITEM	PRESENTER/LOCATION
8:30am – 9:00am	Coffee Van, Music	Veolia Arena/outdoor grassed area
9:00am – 9:10am	MC Welcome & Housekeeping	Goulburn Youth Council
9:10am – 10:40am	Workshop - Sustainable Life	KD Solutions – Kane Sparks
10:40am – 11:00am	Morning Tea	Grace Millsom Function Centre
11:00am – 11:30am	Goulburn Mulwaree Council Youth Programs	Luke Wallace
11:30am – 12:00pm	Pitch for next Youth Council Conference and voting	
11:30am – 12:30pm	Youth Worker P.D. Showcase Part 2	
12:00pm – 1:00pm	Lunch	Grace Millsom Function Centre
1:00pm – 1:30pm	Wrap Up - Workshops	
1:30pm – 2:00pm	Announcement of next Youth Council Conference and farewell	



Goulburn Mulwaree Youth Council

Goulburn Mulwaree Youth council was formed in 2008, when Cr Carol James was elected to Council. With the support of Council and the wider Community Cr James pitched the idea of a Youth Council and went out to the community and local schools to build a youth led, youth driven committee; one that would be the voice for the youth of Goulburn Mulwaree LGA. Over the years the Youth Council has grown and has been a part of many youth lead projects including youth festivals, Youth Week activities, school holiday programs and local art installations to name a few.

In more recent times the Youth Council has actively engaged with and provided feedback on matters that concern both the wider community and the youth of the LGA such as the Aquatic Centre Redevelopment Project and GPAC (Goulburn Performing Arts Centre).

This year the Youth Council has been successful in gaining a grant to develop and build the Mindfulness Garden in Goulburn's Victoria Park precinct.

Over the past 24 months the Youth Council have been busily working on the Youth Council Conference making sure this event will be unforgettable, engaging and mind provoking for all who attend. The Youth Council aims to provide a conference that is relevant and meaningful, and hope that all attending will be challenged feel empowered to stand up and make a difference in their own communities.



Goulburn Mulwaree Youth Council would like to welcome you
all to Goulburn and to this amazing conference
'Come together through community' 2022.



Friday 18th February

Welcome Ceremony and Acknowledgement of Country

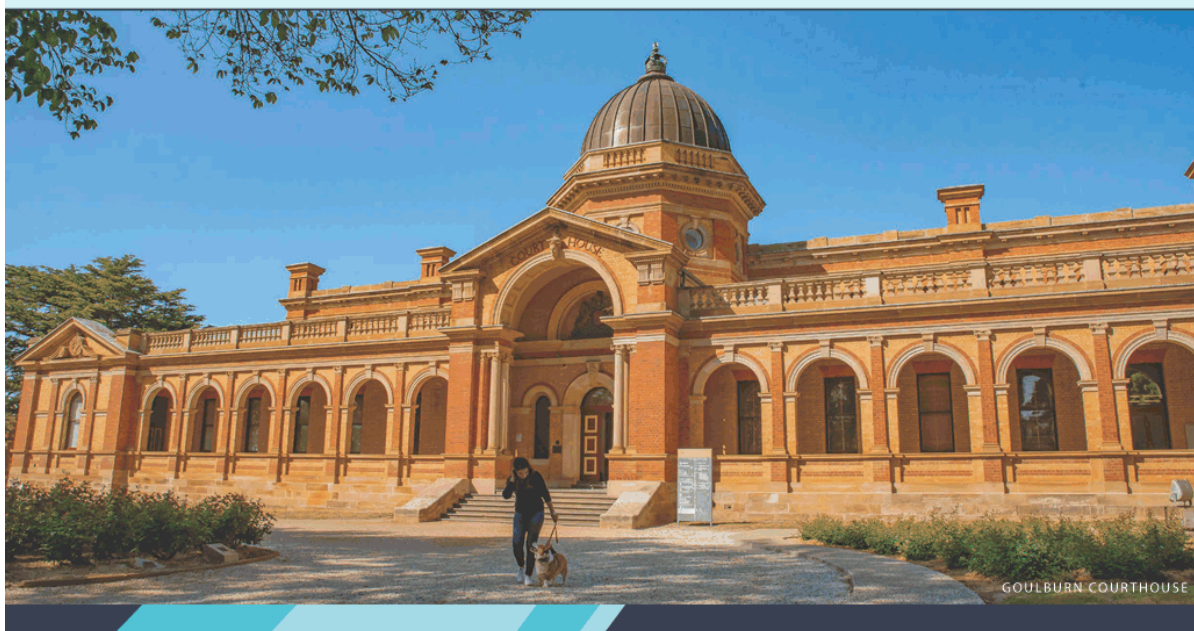
Official Opening

THE HON. WENDY TUCKERMAN, MP
MEMBER FOR GOULBURN &
MINISTER FOR LOCAL GOVERNMENT

Wendy Tuckerman is the State Member for the Goulburn electorate in the 57th Parliament of NSW.

Wendy worked for the Australian Federal Police before purchasing a farm and moving to Boorowa to raise her young family in 1997. In 2004 she was elected to Boorowa Council and elected Mayor in 2007, a role which Wendy enjoyed for 12 years. In 2016 Wendy was appointed Administrator of the newly merged Hilltops Council and was again elected as a Councillor in 2017, prior to her election as State Member in 2019.

Wendy is proud of her reputation as a representative who listens and gets things done for the local community. Wendy is very aware of the challenges faced by locals in the Goulburn, Yass, Crookwell, Moss Vale and Boorowa areas. She has fought and worked hard for infrastructure, services and regional policy – to make our communities even better places to live, work and raise a family.



YA22.4 - Attachment 2

Stallholders and Activities

There will be a number of stallholders on site throughout the conference. Please browse these services and enjoy the activities during the breaks, they would love to see and hear from you!

There will also be a coffee van on site on Saturday and Sunday morning. Please use the vouchers provided to you for a hot drink.

TAFE NSW SIMULATOR TRUCK

The TAFE NSW Simulator Truck provides an insight into what it's like to be in the driver's seat of a heavy vehicle. With a focus on the safety of all road users and the dangers that heavy vehicles pose on the road, the simulator is used to provide training to professional drivers.

Climb on board and have a look at the road from a heavy vehicle driver's perspective.



Keynote Speaker

PROJECT ROCKIT, ROSIE THOMAS

'From Passion to Purpose: Practical Strategies
for Social Change'

FRIDAY 18TH FEBRUARY

Workshop: Social Media for Good
SATURDAY 19TH FEBRUARY

Rosie Thomas knows exactly what it's like to be underestimated as a young person. This is exactly the reason why she and her sister decided to launch **PROJECT ROCKIT** shortly after finishing high school.

Rosie was sick of seeing bullying destroy the lives of their peers but was frustrated that no one was doing anything about it in a way that actually reached young people. Fast forward almost 15 years and Rosie shares the story of how a simple idea for change has grown into Australia's first and biggest youth-driven movement against bullying, hate and prejudice - impacting hundreds of thousands of young people in Australia and sitting on the Global Safety Boards of Facebook, Instagram and Twitter.

In this inspiring and practical talk, Rosie pushes student understandings of 'personal leadership' to facilitate an awakening around creating social change - at school and beyond. Instead of asking students "what do you want to do?" This talk explores the question "who do you want to be?" As well as dynamic and honest storytelling, this talk is jam-packed with loads of practical strategies on how to challenge the status quo, find your purpose, take a stand and rally others to create positive social change - at school and beyond.



PROJECT
ROCKIT



Official Conference Dinner

FRIDAY 18TH FEBRUARY

Friday night we will enjoy our fantastic Official Conference Dinner at St Saviours Cathedral Hall, Bourke Street, Goulburn.

Pick up locations for coach transport will be Best Western Plus Goulburn in Lagoon Street, and the Quest Apartments in Clinton Street. Coach pick up times will be announced at the conference.

You will enjoy a **BRAZILIAN BBQ BUFFET** and entertainment by **THE BLACKTIES**, Australia's #1 rated magicians who will entertain with their world-class magic, sleight-of-hand and illusions. This is not to be missed as it will take you into a world of impossibility where you are guaranteed to be laughing, amazed and having a blast.

THE RICH PICTURE will be on site with their amazing Mirror Photo Booth. Grab a prop, strike a pose, and have some fun! D&M Ice-cream will also be on site looking after dessert.

The evening will conclude with Goulburn's very own **LIEDER THEATRE YOUTH FIRE SHOW**, a high energy choreographed sequence of fire manipulation with acrobatics and pyrotechnics. First presented in 2001, the show has evolved into something truly spectacular.



Saturday 19th February

Official Address

THE HON. BEN FRANKLIN MLC,
MINISTER FOR ABORIGINAL AFFAIRS,
THE ARTS AND REGIONAL YOUTH

Ben Franklin is New South Wales Minister for Aboriginal Affairs, the Arts and Regional Youth.

Ben is a Nationals Member of the NSW Legislative Council and has been based on the NSW Far North Coast in Bundjalung Country since his election to Parliament in 2015. Ben grew up at Barham on the Murray River, where his parents were teachers. At school he was a keen debater, and won a scholarship to complete his Higher School Certificate in Sydney. His hobbies include bush walking in our local national parks, playing squash and spending time with family and friends on the beach in summer.

In 2000, Ben participated in the Walk for Reconciliation, joining approximately 250,000 others across the Sydney Harbour Bridge in solidarity to support meaningful reconciliation between Australia's Indigenous and non-Indigenous peoples.

Prior to being elected to the Legislative Council in 2015, Ben held a range of roles in Government and Not for Profit sectors. He is passionate about our regional towns and making sure they have access to employment, cultural and educational opportunities.

In 2016, Ben was on the Upper House Inquiry into Repatriations for the Stolen Generations in NSW and as a result we have the most generous scheme in the country. This is something the Minister was proud to be involved in but recognises we still have a long way to go.

In January 2017, Ben was appointed Parliamentary Secretary for Renewable Energy and Northern NSW. In May 2019, Ben was appointed Parliamentary Secretary for Energy and the Arts.

In December 2021 Ben was appointed Minister Aboriginal Affairs, Minister for the Arts, and Minister for Regional Youth.

Ben is deeply passionate about his portfolio responsibilities and works tirelessly to advance the people of New South Wales interests.



AUBURN STREET, GOULBURN

Workshop: Social Media for Good

DELIVERED BY ROSIE THOMAS
PROJECT ROCKIT



Mental Health Workshop: Part 1

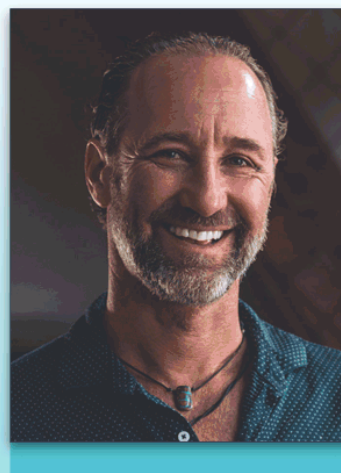
DR. ARNE RUBINSTEIN (MBBS, FRACGP)
FOUNDER & CEO, THE RITES OF PASSAGE
INSTITUTE

Dr. Arne Rubinstein is an internationally recognised expert on Childhood Development and Rites of Passage. His programs have been attended by over 250,000 people in more than 20 countries around the world and are now a part of over 50 schools around Australia.

Dr Arne is a medical doctor and specialised first in Family Medicine and then spent 15 years in Emergency Medicine until he moved full time to creating Rites of Passage programs for parents and their children.

He is the author of the best-seller **THE MAKING OF MEN** and has won multiple awards for his work including being nominated in 2008 for Australian of the Year for his ground-breaking work with youth, providing much-needed answers and tools to support a generation of young men and women be happy and motivated about life.

Dr Arne is the proud father of two wonderful young men and a mentor to many others.



Laughing Yoga

BENEDICTE HENRY

As a linguist who strongly believes in the power of language learning to break barriers between people, Benedicte's aim is to use laughter as a universal language to help participants reconnect in an increasingly disconnected world; not only to reconnect with themselves and their inner child, but also between their own body and mind, and with the professional and personal communities they belong to.

Her message is simple... Laughter connects!

25 years ago, as a rather withdrawn, pessimistic and lonely young Belgian woman, she embarked on a solo backpacking trip to a Greek mountain. There she met her life partner and started an adventure that took her to the other side of the world to Australia. With this new-found love came a package of optimism and an equally positive family. In harder times, speaking words of wisdom, her mother-in-law Mary advised her to "laugh at herself". These words were never forgotten, so when she passed away, they resurfaced and set on her laughter path.

Enthusiastic, open and motivating, Benedicte is passionate about the many benefits laughter brings to those who attend her sessions, and herself: daily practise has changed her life and her aim now is to enhance the lives of others to increase their mental wealth.

As a qualified Teacher of French for secondary school and a child carer, Benedicte has over 25 years of experience teaching people from a wide range of age groups, abilities and cultural backgrounds. Qualified Laughter Yoga Instructor since 2019, she has run sessions in secondary schools, for Community Centres, and is running a couple of weekly social laughter clubs on zoom.



Mental Health Workshop: Part 2

KANE SPARKS
AND DR. ARNE RUBINSTEIN

In this session we will get down to the nitty gritty of mental health. We will look at practical solutions to mental health challenges and what we can do as young people in our own home towns and cities. It will be an opportunity to take the tools we have gained from the earlier workshop and our own knowledge to brainstorm issues and ideas for tackling mental health head on. We will use Mentimeter to share information, feeding it back in to our workshop conversations and capturing live data for the purpose of shared best outcomes.

In this session young people will take a 'warts and all' deep dive into mental health. Participants will be asked some hard questions that will require them to self-reflect, actively problem solve, and create solutions to increase their capacity to advocate for long term system changes, to improve access to services, and to manage their own headspace.

Mental
HEALTH
Matters



Saturday Night Dinner

SATURDAY 19TH FEBRUARY

Vibesfest is Goulburn's very own youth lead and youth driven Music festival.

Vibesfest is an annual free music festival for local youth to showcase their musical talents on a big stage with full lighting and sound production in front of the whole community. It is an exciting community event.

This year you will get to join in the good vibes and help celebrate Goulburn's local youth while having an awesome time rocking out.

Headlining this year's event is Goulburn based band Leaving Reality. Leaving Reality are one of Vibesfest's original artists; performing at our very first event. They have been entertaining crowds around the Southern Tablelands and Southern Highlands since 2014 with their exciting fresh covers of Rock, Pop and Country classics, current hits and originals.

Leaving Reality will be supported by local bands from Goulburn High School, Mulwaree High School, Trinity Catholic College, Crookwell High School and the Hume Conservatorium.

Make sure you pack your dancing shoes and be ready to be blown away.

Dinner will be Woodfired Pizza from 'You Pizza'. Please ensure you have your ID pass and voucher for dinner.



VIBESFEST
GOULBURN

Sunday 20th February

Workshop: Sustainable Life

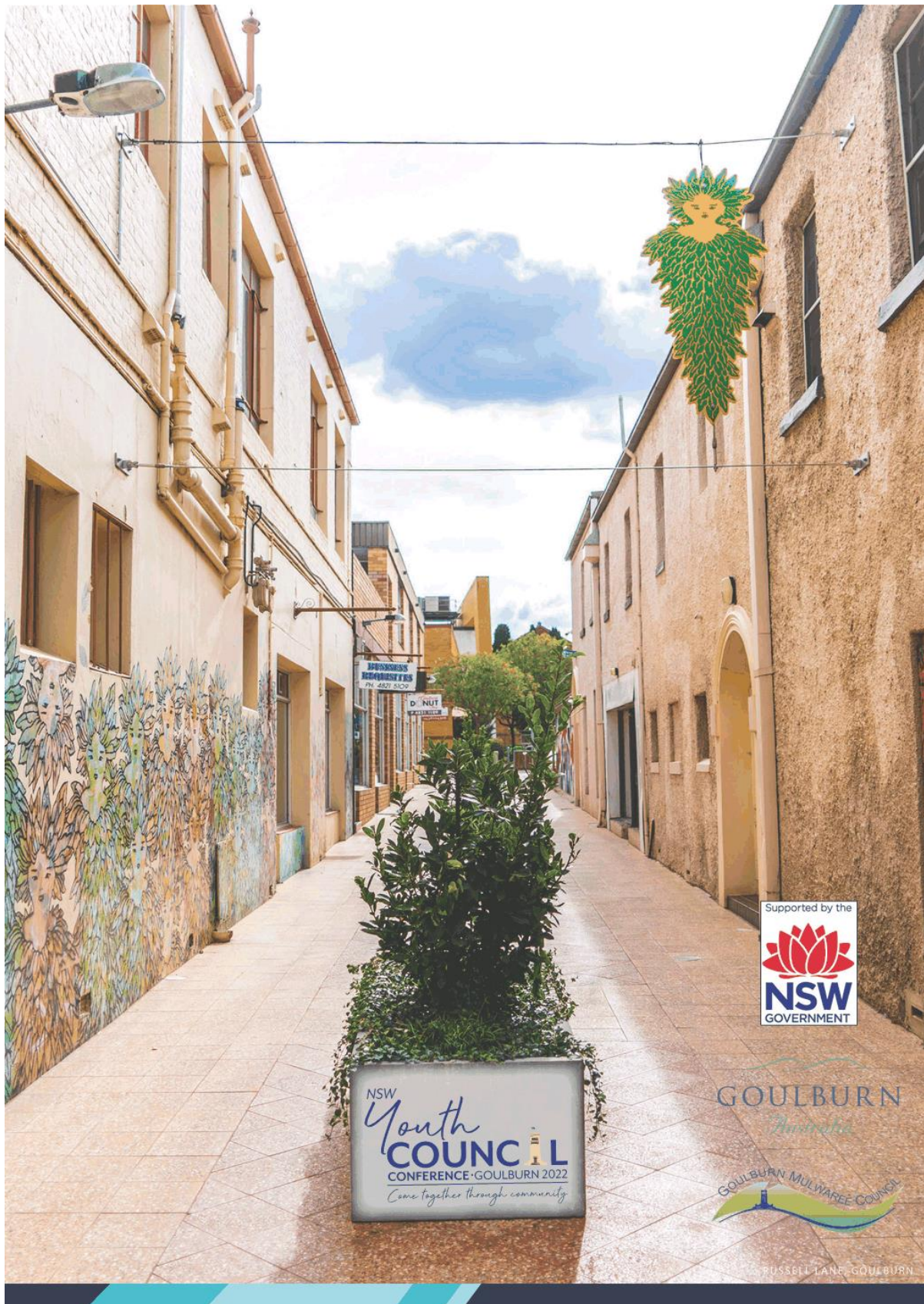
KANE SPARKS
KD SOLUTIONS

Kane is a youth engagement and participation specialist with a deep passion for embedding co design and inclusiveness practice for all young people within their local communities.

This workshop is an “outside the square” session, designed to build and challenge participants self-awareness and critical thinking and to equip them with the tools to be able to construct positive foundations for a sustainable life.

Young people will be front and centre throughout the workshop through hands on activities and discussion groups. Most importantly their voices will be captured live as they provide input into the session and begin the process of building their own personal narrative to ensure young people have the opportunity to succeed moving into the future.





YA22.4 - Attachment 2

YA22.5 Nowra Youth Centre Bus - Request for Financial Support for Running Costs

HPERM Ref: D21/355580

Department: Community Connections

Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Nowra Youth Centre - Financial Assistance Request Letter [↓](#)

Reason for Report

Update the Youth Advisory Committee on the request from the Nowra Youth Centre to Council to reinstate the financial support to cover the running costs of their bus.

Recommendation

That the Youth Advisory Committee

1. Receive this report on the request from the Nowra Youth Centre to reinstate the financial support to cover the running costs of their bus.
2. Propose \$9,361 are allocated from Community Capacity Building Youth Projects and Community Capacity Building Projects, of unspent funds remaining due to the impact of COVID19 on project implementation in 2021/2022, to cover the running costs of the Nowra Youth Centre Bus for 2022.
3. Seek Council consideration to reinstate the Community Capacity Building Original Operating Budget to cover the increasing running costs of the Nowra Youth Centre Bus for 2023 onwards.
4. Propose Council enter into an MOU with the Nowra Youth Centre outlining roles and responsibilities of this funding partnership.

Options

1. Youth Advisory Committee members note report for information

Implications: Youth Advisory Committee members are made aware of the efforts of the Nowra Youth Centre in seeking financial support from Council to cover the running costs of their bus.

2. Youth Advisory Committee members adopt recommendation for report to go to Ordinary Council

Implications: Youth Advisory Committee members support the use of the Youth Budget through Community Connections to be used to cover the running costs of the Nowra Youth Centre Bus

Background

Historically Council has provided financial support to the Nowra Youth Centre to subsidise the costs of registrations, inspections, petrol and repairs to their bus. A large number of young people in the Shoalhaven utilise the bus to access the Youth Centre and community programs and activities. The use of funds is seen as cost effective due to the high number of young people utilising the bus.

Council's fleet team has provided the following projected costs in regards to financial implications for Council.

Item	Cost	Quantity	Total
Petrol	\$108	48 weeks	\$5,184.00
Registration	\$737	1 p.a.	\$737.00
Inspection	\$220	2 p.a.	\$440.00
Repairs	\$3,000	1 p.a.	\$3,000.00
Total			\$9,361.00

Council staff have found that the revenue from the bus, though small, is extremely important to the Nowra Youth Centre, as it provides a modest income that supports in maintaining the Nowra Youth Centre's programs.

Please see attachment 1 for the financial assistance request by Janet Atkins, the Manager at Nowra Youth Centre. This request details the numerous uses and scope of the bus and the benefit that it provides to young people in the Shoalhaven by providing free transport for young people, particularly for those from socially or economically disadvantaged backgrounds, to attended programs, activities and camps.

Namely, the request emphasises the way the bus has previously been utilised to provide free transport to more than 350 young people to access the following programs over a 12 month period:

1. Community Events, including festivals and shows
2. Nowra Youth Centre programs, excursions and camps
3. Utilised by other Community Organisations to assist participants to attend youth programs, including employment and training programs
4. Shoalhaven City Council youth programs and events

Access to low cost transport has been continuously named as an issue for young people in the Shoalhaven and this program goes a long way in bridging this gap.

An MOU can be entered into between the Nowra Youth Centre and the Shoalhaven City Council to ensure the roles and responsibilities of each partner are clear and to ensure responsible use of funds.

Financial Implications

Council staff suggest utilising existing funding that had been allocated to youth projects and community capacity building projects for 2021/2022 that remains unused due to the impact of COVID-19 on the implementation of projects. The projects that were unable to go ahead included Community Connection Fairs and so this project will provide an opportunity to reconnect young people with local services via the Youth Centre Bus.

It is proposed that \$9,361 is drawn from the Youth Projects and Community Capacity Building Projects budgets, to cover the running costs of the Nowra Youth Centre Bus for 2022.

To ensure longevity in the program it is proposed that ongoing funding of \$10,000 each financial year is reinstated in the Community Capacity Building Original Operating Budget to cover the running costs of the Nowra Youth Centre Bus going forwards.

Staff have held discussions with Finance to ensure the funding is reinstated and to give effect to this in financial year 2022/23 onwards.



Nowra Youth Services Inc.

Trading as

Nowra Youth Centre

ABN 54 163 567 644

Located: 132 Kinghorne Street Nowra NSW 2541

Phone: 02 4422 1988

20th September, 2021

Youth Advisory Committee
C/- Shoalhaven City Council
Bridge Road
Nowra NSW 2541

Dear Chairperson,

Re: Nowra Youth Centre is seeking funding support from Shoalhaven City Council's – Youth Advisory Committee for the ongoing expenses of our newly donated Nowra Youth Centre 12 seater Ford Transit Youth Bus.

Background Information: The Nowra Youth Centre was donated funding to purchase a 12 seater Ford transit bus over 17 years ago at which time Shoalhaven City Council via the Youth Development Budget, provided financial support for the running cost of the Nowra Youth Centre bus: for example – petrol card, maintenance & repairs, registration, insurance etc. and Nowra Youth Centre paid for the NRMA roadside assist policy.

By Shoalhaven City Council providing financial support for the bus Nowra Youth Centre was able to provide FREE transport for young people who attended our programs, activities and camps for all young people and especially socially disadvantaged young people in Nowra.

Programs and Activities: The bus was used for community events to provide FREE transport for young people:

- 1) Community Events
 - i) Transport from Nowra & Berry Shows for young people.
 - ii) Transport from Shoalhaven River Festival
 - iii) Christmas Carols by Candle Light
- 2) NYC Drop In Program & Nowra Youth Centre's excursions and camps and partnership programs such as:
 - i. Biinda Buradja Youth Program – Employment Preparations/Job Ready Training for Indigenous Youth
 - ii. YWCA Australia – Links to Learning and Go Girls Program
 - iii. Shoalhaven High School - marine studies.
- 3) Community Organisations – Bundanon Trust – Youth Programs
- 4) Free use by Council's Youth Development Worker for youth programs and community events.

Nowra Youth Centre
Postal Address: Po Box 283 | Nowra | NSW | 2541
Email admin@nowrayouthcentre.org.au or janet@nowrayouthcentre.org.au Website www.nowrayouthcentre.org.au

Geographical Area – LGA

The bus is generally driven within the Shoalhaven LGA and youth programs that run at the Nowra Youth Centre and community events within the Shoalhaven LGA. This transport is free to all young people aged 12 to 17yrs.

Statistical information:

The Nowra Youth Centre's bus provided transport for approximately 350+ young people in our local community over a 12 month period.

The retirement of our bus: ☹️

Sadly, our 12 seater bus broke down in 2019 and so did the service it provided to young people and to the Nowra Community as Nowra Youth Centre was advised by Shoalhaven City Council – Works Depot – Maintenance that the bus was no longer viable to be repaired/fixed due to its old age and council was advised by Nowra Youth Centre to dispose of the vehicle.

However – There is Good News!:

The Nowra Youth Centre received a donation from ShACC (Shoalhaven Aboriginal Community Church), a 12 seater Ford Transit Bus!, however the Nowra Youth Centre does not have the financial capacity to fund the ongoing costs of the bus and is seeking reinstated financial support from Shoalhaven City Council's through the Youth Advisory Committee Funding.

With financial support reinstated Nowra Youth Centre will be in a position again to offer FREE transport to young people in our community.

I look forwarding to hearing from you.

Yours Sincerely,

Janet Atkins

Centre Manager
Nowra Youth Centre

YA22.6 Youth Advisory Committee Terms of Reference Review

HPERM Ref: D22/90044

Department: Community Connections
Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Youth Advisory Committee - Terms of Reference - Proposed Amendments - Review 2022 [↓](#)

Reason for Report

To provide the Youth Advisory Committee with proposed amendments to the Terms of Reference POL22/71.

Recommendation

That the Youth Advisory Committee accept the proposed amendments to the Youth Advisory Committee Terms of Reference and submit to Council for adoption.

Options

1. The recommendation is adopted as written:

Implications: The Terms of Reference (TOR) will be updated and provide the Youth Advisory Committee (YAC) an agreed way forward as detailed in this report.

2. The recommendation is not adopted, and an alternative recommendation is provided.

Implications: The proposed TOR will not be updated, and the YAC will be required to provide an alternative proposal.

Background

Section 355 Advisory Committees are required to review TOR within the first 12 months of a new Council being elected. The Youth Advisory Committee reviewed and amended the TOR in May 2021 following the Committee's feedback at the YAC Planning Day in February 2021.

The Youth Advisory Committee then provided feedback in the virtual working group meeting and final YAC meeting of 2021 in December. Based on this feedback Council staff are providing the following recommendations for amendments to the TOR and propose this to fulfil the review required for the first 12 months of the new Council.

The proposed amendments to the TOR, as described in the amendments to POL22/71 in attachment 1, for the 2022 Review include:

- Membership

3.3.1 Membership Appointments

Adjust membership description as follows to increase diversity, inclusion, and participation in the YAC:

Membership of the Youth Advisory Committee will be open to young people with an interest in addressing issues of concern to them from across the Shoalhaven.

The membership of the Committee will comprise of:

- i. *High School Representatives: 2 students selected as voting members, and up to 3 other students from each local high school are invited to join. Schools include: Nowra Christian School, Shoalhaven High School, Vincentia High School, St John the Evangelist High School, Nowra Anglican College, Bomaderry High School, Ulladulla High School and Nowra High School.*
- ii. *Youth representatives from the community and social service sector, including but not limited to Headspace Youth Reference Group, Aboriginal Land Council's Youth Advisory Groups, Disability Service Providers, Care South, Nowra Youth Centre, Mission Australia Ulladulla Youth Centre, Firefly Bay and Basin, Defence Force Cadets, Young Parents Groups.*
- iii. *Tertiary Education Representatives: University of Wollongong – Shoalhaven Campus, TAFE NSW Nowra and Ulladulla Campus's, Country Universities Centre Southern Shoalhaven*
- iv. *A maximum of 6 young people aged between 12 and 25 years from the community with an interest in youth issues in the Shoalhaven, with representation from North Central and South of the Shoalhaven LGA.*
- v. *One representative for each of the Federal Member for Gilmore and the State Members for South Coast and Kiama*
- vi. *Councillors of Shoalhaven City Council.*

- Training

3.3.3 Training

Adjust to:

Annual induction and training opportunities will be offered to members to assist in skill development. Topics will be voted on by the Committee and could include Advocacy, Networking, Public Speaking, Speech Writing, the inner workings of Council etc.

- Meetings

3.5 Meetings

It is proposed that the Youth Advisory Committee adopt the following meeting schedule to offer opportunities for more regular consultation and presentations to the YAC and provide for timely feedback by the YAC into programs and activities held by Council that will impact on them. This will also provide the opportunity for the young people to support with consultation by conducting their own conversations with peers and relaying this at the meetings.

Adjust to:

- a) *The Youth Advisory Committee meet quarterly;*
 - i. *Meetings to be held Monday – Thursday during school terms and between 10am – 12pm;*
 - ii. *A Guest Speaker be invited to attend Committee meetings when appropriate and provided the topic is related to priority areas set by the YAC; and*
 - iii. *Set agendas & minutes of the meetings will be undertaken by Executive Support staff, but will not necessarily have a business paper,*

unless there are Council issues to report to Youth Advisory Committee etc.

- b) *The Youth Advisory Committee hold monthly virtual working group meetings*
- i. Meeting times will vary depending on availability of members*
 - ii. Virtual informal meetings will provide opportunities for open dialogue between committee members and Council and offer greater opportunities for consultation. It will also increase inclusion by providing a safe accessible format for all members.*
 - iii. These will be open discussion meetings and will not necessarily work to an agenda. If items arise that require use of delegations, then these items will be held over to the quarterly in person YAC meetings.*

Council staff will continue to consult with the YAC members to ensure participation is empowering and engaging. Annual reviews to the TOR's will continue.

Policy Implications

Information shared during working group meetings in 2021 has been taken into consideration for the proposed amendments to the TOR. Should the YAC wish to make any future changes to the TOR, a recommendation to Council will be required

Youth Advisory Committee – Terms of Reference

Adoption Date:	22/11/2016
Amendment Date:	22/08/2017, 7/02/2018, 21/08/2018, 29/06/2021
Minute Number:	MIN16.919, MIN17.748, MIN18.620, MIN21.413
Review Date:	01/12/2020
Directorate:	City Lifestyles
Record Number:	POL22/71

Youth Advisory Committee – Terms of Reference

1. Statement

Shoalhaven City Council has a Youth Advisory Committee whose objective is to represent the interests and views of young people to Council and the Community.

2. Purpose

- a) To represent the interests and views of young people to Council and the Community
- b) To provide an opportunity for young people to discuss issues of concern to young people
- c) To provide a mechanism for young people to make representations to organisations and various spheres of Government requesting appropriate action to improve facilities and services available to young people
- d) To give young people experience in Local Government and community affairs
- e) To create greater awareness and appreciation within the general community of the needs and talents of young people
- f) To provide a mechanism for young people to address youth issues themselves.

3. Terms of Reference

3.1 Relationship to council

The Youth Advisory Committee is an Advisory Committee with delegated authority.

3.2 Delegated Authorities

Act within adopted budgets aligning with council's strategic plans and documents to deliver youth programs and activities that meet the needs of local young people.

3.3 Membership

3.3.1 Appointments

a) — A maximum of 26 youth members comprising of: Membership of the Youth Advisory Committee will be open to young people with an interest in addressing issues of concern to them from across the Shoalhaven.

The membership of the Committee will comprise of:

- i. High School Representatives: 2 students selected as voting members, and up to 3 other students from each local high school are invited to join. Schools include: Nowra Christian School, Shoalhaven High School, Vincentia High School, St John the Evangelist High School, Nowra Anglican College, Bomaderry High School, Ulladulla High School and Nowra High School.
- ii. Youth representatives from the community and social service sector, including but not limited to Headspace Youth Reference Group, Aboriginal Land Council's Youth Advisory Groups, Disability Service Providers, Care South, Nowra Youth Centre, Mission Australia Ulladulla Youth Centre, Firefly Bay and Basin, Defence Force Cadets, Young Parents Groups.

Youth Advisory Committee – Terms of Reference

- iii. Tertiary Education Representatives: University of Wollongong – Shoalhaven Campus, TAFE NSW Nowra and Ulladulla Campus's, Country Universities Centre Southern Shoalhaven
- iv. A maximum of 6 young people aged between 12 and 25 years from the community with an interest in youth issues in the Shoalhaven, with representation from North Central and South of the Shoalhaven LGA.
- v. One representative for each of the Federal Member for Gilmore and the State Members for South Coast and Kiama
- vi. Councillors of Shoalhaven City Council.

~~i) 18 students from Year 7 and above from local high schools, be appointed as members. A maximum of 5 students may be elected from each local high school, however only a maximum of 2 students from each school may vote at any meeting;~~

~~ii) A maximum of 8 young people aged between 12 and 25 years from the community and/or Youth Services be appointed as members; and~~

~~b) One representative for each of the Federal Member for Gilmore and the State Members for South Coast and Kiama; and~~

~~c) Councillors of Shoalhaven City Council.~~

Council and the Youth Advisory Committee welcomes membership of young people from diverse and varied backgrounds. Other interested people may attend as support and observers but are not able to vote on motions. The Youth Advisory Committee may also call on other people to attend the meetings as required.

When a member turns 25 years of age, their position will be declared vacant.

3.3.2 Period of Membership

- a) The advisory committee will run on a 12-month term with an annual review. The purpose of the annual review is to ensure the Committee are still addressing the goals set by the group, as well as identifying opportunities for improvement and setting future direction.
- b) To maintain momentum, at the end of each 12-month term membership will be reviewed to allow members to assess their membership and the committee to appoint new members in vacant positions. Vacant positions will be recruited for through an Expression of Interest hosted through the Council's Get Involved platform and promoted through social media.
- c) To promote and encourage a diverse, inclusive and accessible Committee of young people Expressions of Interest for new members will be widely promoted across multiple platforms to include independent schools, work places, youth organisations, as well as targeted promotions to reach young people with a disability, CALD communities, Aboriginal and Torres Strait Islander young people and young people identifying as LGBTQIA+
- d) New membership applications will be collated by Council and recommendations presented to the Committee for voting.

Youth Advisory Committee – Terms of Reference

- e) Where a member of the Committee is absent for three consecutive meetings (unless leave of absence has been sought and approved by the Committee), that position will be deemed vacant.
- f) Should a membership become vacant within the term for any reason, Council will call for nominations ensuring membership remains in accordance with these terms of reference.

3.3.3 Training

- ~~a) Members will attend Youth Advisory Committee Induction and Planning Day annually.~~
- ~~b) Regular training~~ Annual induction and training opportunities will be offered to members to assist in skill development. Topics will be voted on by the Committee and could include Advocacy, Networking, Public Speaking, Speech Writing, the inner workings of Council etc.

3.4 Quorum

The quorum to be 6 members

3.5 Meetings

- ~~a) a) The Youth Advisory Committee meet quarterly and convene additional meetings when required;~~
 - ~~i. Meetings to be held Monday – Thursday during school terms and between 10am – 12pm;~~
 - ~~ii. A Guest Speaker be invited to attend Committee meetings when appropriate and provided the topic is related to priority areas set by the YAC; and~~
 - ~~iii. Set agendas & minutes of the meetings will be undertaken by Executive Support staff, but will not necessarily have a business paper, unless there are Council issues to report to Youth Advisory Committee etc.~~
- ~~b) Meetings to be held Monday – Thursday during school terms and between 10am – 12pm;~~
- ~~c) A Guest Speaker be invited to attend Committee meetings; and~~
- ~~d) Set agendas & minutes of the meetings will be undertaken by Executive Support staff, but will not necessarily have a business paper, unless there are Council issues to report to Youth Advisory Committee etc.~~
- ~~b) The Youth Advisory Committee hold monthly virtual working group meetings~~
 - ~~i. Meeting times will vary depending on availability of members~~
 - ~~ii. Virtual informal meetings will provide opportunities for open dialogue between committee members and Council and offer greater opportunities for consultation. It will also increase inclusion by providing a safe accessible format for all members.~~
 - ~~iii. These will be open discussion meetings, and will not necessarily work to an agenda. If items arise that require use of delegations then these items will be held over to the quarterly in person YAC meetings.~~

3.5.1 Chairperson

- a) A Chairperson will be voted in by the group at the end of each meeting to be in place for the next meeting.

Youth Advisory Committee – Terms of Reference

- b) A member of Council staff will visit the nominated young person ~~two~~one weeks prior to each meeting to train them for the role of Chairperson; talk them through how the meetings are run, explain the Agenda, and answer any questions they may have,
- c) Agendas are to be sent out to members 1 week in advance of each meeting.
- d) To ensure agendas are accessible they should include a summary page, no more than one page long with Agenda items displayed. The full agenda will be available for those that wish to read it.

3.5.2 Quarterly Meeting Format

- a) Meetings to open with a round table question e.g. What is happening in your school, community, workplace etc'. This will encourage open discussion and participation and keep the group up to date with local issues and opportunities which can be raised as topics for future meetings.
- b) Meetings will be held in rotating venues throughout the Shoalhaven LGA to give schools the opportunity to host meetings and cultivate an inclusive and accessible space. The first meeting of each year will be held in Council Chambers with following meetings taking place in venues across Shoalhaven LGA as nominated by the Committee.
- c) Preference is for meetings to be held in person to encourage participation and conversation; however, video link will remain an option for young people who are not able to attend in person.

3.6 Code of Conduct

Meetings be conducted in an informal manner, but still within Council's "Code of Meeting Practice" Policy.

4. Review

This policy will be reviewed within one year of the election of each new Council.

YA22.7 Action Table Update - March 2022

HPERM Ref: D22/93993

Department: Community Connections
Approver: Jane Lewis, Director - City Lifestyles

Attachments: 1. Youth Advisory Committee - Action Table - March 2022 [↓](#)

Reason for Report

To provide the Youth Advisory Committee with a progress report on outstanding actions.

Recommendation (Item to be determined under delegated authority)

That the Youth Advisory Committee:

1. Accept and receive the Update on Actions report for information.
2. Acknowledge the following actions as completed and be removed from the action table
 - a. YA21.6 - Item 3 - Form a Working Group to discuss topics arising from the planning day and make recommendations to the next Youth Advisory Committee meeting
 - b. YA21.7 - Planning Day - Activities for Young People - Working Group Formation
 - c. YA21.8 - Planning Day - Mental Health and Sexual Health - Working Group Formation
 - d. YA21.18 - Youth Week 2022 - Initiatives & Activities - Employment Expo - Unions Shoalhaven - Planning Group - Small Grants Program

Options

1. Adopt the recommendation as written.

Implications: The Youth Advisory Group is updated on progress of actions and recommendations made at previous meetings.

2. Request more information.

Implications: Members of the Youth Advisory Group request further information.

Background

This report is to update the Youth Advisory Group on outstanding actions from previous meetings.

Subject to the Group concurring that satisfactory progress has been made to complete the items on the March 2022 Action Table Report, the Group is requested to adopt the Recommendation to note completion of:

- a) YA21.6 - Planning Day - Climate Change & Environment - Sustainability Report request - Bushfire Initiatives Presentation request - Working Group Formation
- b) YA21.7 - Planning Day - Activities for Young People - Working Group Formation
- c) YA21.8 - Planning Day - Mental Health and Sexual Health - Working Group Formation
- d) YA21.18 - Youth Week 2022 - Initiatives & Activities - Employment Expo - Unions Shoalhaven - Planning Group - Small Grants Program

Attachment 1 provides information regarding the status of actions and resolutions made at previous meetings, including items which are still in works. Should YAC members require further information on the status of the actions in the table attached Council staff will provide as requested.

Community Engagement

It is important that the members of the Youth Advisory Group are kept informed on progress towards the completion of actions and projects. This report provides a structured approach to facilitate this information exchange.

Youth Advisory Committee Uncompleted as at "Date" Completed: "Date From" to "Date to"			Action Sheets Report
Meeting Date: 05/05/2021	Item No: YA21.6	Officer: Richardson, Jessica	Completed:
Title: Planning Day - Climate Change & Environment - Sustainability Report request - Bushfire Initiatives Presentation request - Working Group Formation			
RESOLVED (By consent) That the Youth Advisory Committee: <ol style="list-style-type: none"> 1. Receive a report at the next meeting from staff in relation to Council's initiatives around sustainability. 2. Receive a presentation to a future meeting from Council's Bushfire Recovery Officer on bushfire initiatives currently underway in the Shoalhaven. 3. Form a Working Group to discuss topics arising from the planning day and make recommendations to the next Youth Advisory Committee meeting in relation to: <ol style="list-style-type: none"> a. Development b. Community Projects / Community Led Initiatives c. Wildlife Conservation d. Protecting our Natural Environment e. Infrastructure CARRIED		Notes: 18/06/2021 2:27:33 PM - Carly McWalters Action reassigned to Richardson, Jessica by: McWalters, Carly for the reason: Re-allocating to CCB who looks after YAC 10/09/2021 4:18:58 PM - Jessica Richardson Report presented to the YAC as part of the Action Table Report to the September meeting. YAC accepted the report and will look to organise the first Working Group Meeting prior to the next YAC. See document D21/301479 for more details. 04/03/2022 2:35:53 PM - Jessica Richardson In consultation with the Youth Advisory Committee Council Staff propose to remove the planning day action items from 2021. The Youth Advisory Committee will now look to have virtual working group meetings on a monthly basis as a whole committee to address their issues and concerns. YAC members would prefer to work together as a whole committee rather than to split into smaller factions. This provides greater opportunities to work to the YAC members strengths and capacity. It is proposed the third action is completed and removed from the action table. The first two actions - presentations to committee, will be arranged for the YAC meeting in May 2022.	
Meeting Date: 05/05/2021	Item No: YA21.7	Officer: Richardson, Jessica	Completed:
Title: Planning Day - Activities for Young People - Working Group Formation			
RESOLVED (By consent) That the Youth Advisory Committee form a Working Group to discuss topics arising from the Youth Advisory Committee Planning Day and make recommendations to a future Committee meeting in relation to the		Notes: 18/06/2021 2:27:43 PM - Carly McWalters Action reassigned to Richardson, Jessica by: McWalters, Carly for the reason: Re-allocating to CCB who looks after YAC	

Youth Advisory Committee Uncompleted as at "Date" Completed: "Date From" to "Date to"		Action Sheets Report	
<p>topic identified at the Planning Day - Activities for Young People in the Shoalhaven.</p> <p>CARRIED</p>		<p>10/09/2021 4:18:46 PM - Jessica Richardson</p> <p>Report presented to the YAC as part of the Action Table Report to the September meeting. YAC accepted the report and will look to organise the first Working Group Meeting prior to the next YAC.</p> <p>See document D21/301479 for more details.</p> <p>04/03/2022 2:35:39 PM - Jessica Richardson</p> <p>In consultation with the Youth Advisory Committee Council Staff propose to remove the planning day action items from 2021. The Youth Advisory Committee will now look to have virtual working group meetings on a monthly basis as a whole committee to address their issues and concerns.</p> <p>YAC members would prefer to work together as a whole committee rather than to split into smaller factions. This provides greater opportunities to work to the YAC members strengths and capacity.</p> <p>It is proposed this action is completed and removed from the action table.</p>	
Meeting Date: 05/05/2021	Item No: YA21.8	Officer: Richardson, Jessica	Completed:
Title: Planning Day - Mental Health and Sexual Health - Working Group Formation			
<p>RESOLVED (By consent)</p> <p>That the Youth Advisory Committee form a Working Group to discuss topics arising from the Youth Advisory Committee Planning Day and make recommendations to a future Committee meeting in relation to the topic identified at the Planning Day - Mental Health and Sexual Health.</p> <p>CARRIED</p>		<p>Notes:</p> <p>18/06/2021 2:27:56 PM - Carly McWalters</p> <p>Action reassigned to Richardson, Jessica by: McWalters, Carly for the reason: Re-allocating to CCB who looks after YAC</p> <p>10/09/2021 4:08:19 PM - Jessica Richardson</p> <p>Report presented to the YAC as part of the Action Table Report to the September meeting. YAC accepted the report and will look to organise the first Working Group Meeting prior to the next YAC.</p> <p>See document D21/301479 for more details.</p> <p>04/03/2022 2:28:08 PM - Jessica Richardson</p>	

Youth Advisory Committee Uncompleted as at "Date" Completed: "Date From" to "Date to"		Action Sheets Report	
		<p>In consultation with the Youth Advisory Committee Council Staff propose to remove the planning day action items from 2021. The Youth Advisory Committee will now look to have virtual working group meetings on a monthly basis as a whole committee to address their issues and concerns.</p> <p>YAC members would prefer to work together as a whole committee rather than to split into smaller factions. This provides greater opportunities to work to the YAC members strengths and capacity.</p> <p>It is proposed this action is completed and removed from the action table.</p>	
Meeting Date: 01/09/2021	Item No: YA21.18	Officer: Richardson, Jessica	Completed:
Title: Youth Week 2022 - Initiatives & Activities - Employment Expo - Unions Shoalhaven - Planning Group - Small Grants Program			
<p>Initiatives and activities that were identified for Youth Week 2022 include:</p> <ul style="list-style-type: none"> • Sporting opportunities, possibly scholarships, for young people. • Being an inclusive event to target everyone. • A team building exercise, for example a Colour Run. • Artistic opportunities – students could make a mural during Youth Week and it could then be displayed somewhere in the Shoalhaven. • Involve local businesses – for example cooking classes, a swim in or drive in movie, games days (video gaming consoles). • Competitions that target different audiences – art, music, short-film making as well as sporting competitions. • Tiktok challenge – school against school competitions. <p>Jessica urged all members of the Youth Advisory Committee to complete the draft survey that will be distributed shortly for Youth Week 2022.</p> <p>It was suggested that once the survey is finalised it be distributed to schools to get student feedback on ideas for Youth Week as an online survey, distributed via Google Classroom.</p>		<p>Notes:</p> <p>10/09/2021 4:02:16 PM - Jessica Richardson</p>	

Youth Advisory Committee Uncompleted as at "Date" Completed: "Date From" to "Date to"	Action Sheets Report
<p>RESOLVED (By consent)</p> <p>That the Youth Advisory Committee:</p> <ol style="list-style-type: none"> 1. Receive this report on activities planned for Youth Week 2022. 2. Make recommendations for activities to take place during Youth Week 2022. 3. Endorse the recommendation for Employment Expo for Young People to be planned during Youth Week 2022. <ol style="list-style-type: none"> a. Support the recommendation for Unions Shoalhaven presentation to be withdrawn from any future YAC meetings and instead invite Unions Shoalhaven and other employment stakeholders to take part in the Employment Expo, as above, to disburse information to a wider group of young people. 4. Nominate a Planning Group to support in planning the above Youth Week 2022 activities. Members from all working groups can nominate to form a Planning Group for Youth Week 2022. 5. Endorse the recommendation for Council to offer a small grants program for community members and organisations to apply for funding to run external Youth Week 2022 activities <p>CARRIED</p>	<p>Report presented to the YAC at the September meeting. YAC accepted the report and endorsed the recommendations.</p> <p>All actions are now complete, see document D21/355456.</p> <p>Shoalhaven City Council's Youth Week Activities include:</p> <ol style="list-style-type: none"> 1. Futures Fair The Futures Fair will take place at Harry Sawkins Park, Nowra on Friday 1st April from 2pm to 8:30pm. The Fair will include three main components, a youth pathways expo, a youth short film festival and an open air cinema night. Program details are as follows: <ol style="list-style-type: none"> a. Youth Pathways Expo: 2pm – 5pm Local youth services and education, training and employment providers have been invited to attend the event and host a stall to provide a space for young people and the community to connect with them and understand what opportunities their services can offer to young people. The Youth Pathways Expo offers the opportunity for young people to realise the variety of career pathways available to them, education and training opportunities and services who can support in ensuring young people are employment ready. b. My Home - Shoalhaven Youth Short Film Festival: 5pm – 6:30pm To enhance the Futures Fair and to highlight and celebrate the contribution of young emerging artists in the Shoalhaven, the young film makers from the Southland Creative Inc. Film Project are invited to showcase their short films at this event. 8 young people from across the region have put together 8-10 minute short films highlighting various aspects of their lives on the South Coast. This Youth Short Film Festival component of the Fair will provide a fantastic opportunity to support and celebrate these young film makers, some of whom are already receiving international acclaim. c. Open Air Cinema Night: 6:30pm - 8:30pm Shoalhaven City Council in partnership with Optus will be hosting an Open Air Cinema Night to showcase 'Shazam', which has been identified to attract a youth and family friendly audience. 2. Future Fest Shoalhaven City Council's will work with local schools to hold the inaugural

Youth Advisory Committee Uncompleted as at "Date" Completed: "Date From" to "Date to"		Action Sheets Report
		<p>Futures Fest, a Battle of the Bands Music Fair to celebrate Youth Week 2022. The event will take place at the Ulladulla Civic Centre on Tuesday 12 April from 3pm to 7:30pm.</p> <p>We are approaching local high schools through the Shoalhaven and South Coast to participate in the event, where each band will represent their high schools and battle it out on the front lawn of the Civic Centre. We are looking to create a festival feel for the event and will be inviting local business's to host food stalls on the day. We will ensure the event is COVID Safe and we are looking forward to providing young people with the opportunity to reconnect and have fun, especially where many of the young people in these areas have been exhausted and isolated by the natural disasters (Bushfires and Flooding) and the COVID Pandemic over the past 2 years.</p> <p>3. Youth Week Calendar 2022 - supported by the Community Grants Program Shoalhaven City Council will support in promoting small youth week activities that have been funded through the Community Grants Program. These include:</p> <ul style="list-style-type: none"> - Nowra Youth Centre's Youth Week Activities - Country Women's Association's Creative Winning Ways - Bay and Basin Community Resource's Youth Week Activities - Headspace Nowra Youth Reference Group Activities - Community Connects Event Management Program for Youth in Music - Mission Australia's Southern Shoalhaven Youth Services' Intergenerational Morning Tea <p>Council staff would like to offer the YAC members the opportunity to volunteer at Shoalhaven City Council's Youth Week Events. Please identify if you are available to attend and support with the running of Futures Fair and/or Futures Fest?</p>

COMPLETED ACTIONS – FROM 18 AUGUST 2021

Meeting Date: 01/09/2021	Item No: YA21.17	Officer: Richardson, Jessica	Completed: 10/09/2021
Title: Action table update - August 2021			
RESOLVED (Saphira Webber / Charlie Butler)		Notes:	

Youth Advisory Committee Uncompleted as at "Date" Completed: "Date From" to "Date to"	Action Sheets Report
<p>That</p> <ol style="list-style-type: none"> 1. The Youth Advisory Group receive the Update on Actions report for information. 2. The Youth Advisory Group acknowledge the following actions as completed and be removed from the action table <ol style="list-style-type: none"> a. YA21.9 - Planning Day - Gender Neutral Initiatives - Working Group Formation b. YA21.10 - Youth Advisory Committee Terms of Reference <p>CARRIED</p>	<p><i>10/09/2021 3:43:12 PM - Jessica Richardson</i> Action table reported to September meeting. Action table accepted by the committee. See document D21/301479 for more details. Action now completed.</p> <p><i>10/09/2021 3:45:26 PM - Jessica Richardson</i> Action completed by: Richardson, Jessica Action table reported to September meeting. Action table accepted by the committee. See document D21/301479 for more details. Action now completed.</p>