

## MINUTES OF THE YOUTH ADVISORY COMMITTEE

**Meeting Date:** Wednesday, 1 March 2023  
**Location:** Jervis Bay Rooms, City Administrative Centre, Bridge Road, Nowra  
**Time:** 10.00am

The following members were present:

Ms Kiki Macas - Chairperson  
Clr John Kotlash (Remotely)  
Clr Paul Eil (Remotely)  
Clr Patricia White  
Clr Tonia Gray (Remotely)  
Ms Hazel Marr – Nowra Youth Centre  
Ms Cristina Alvarez - St John the Evangelist Catholic High School  
Mr Atlee Manners - St John the Evangelist Catholic High School  
Mr Jacob Bates - Shoalhaven High School  
Ms Emily Aitken - Shoalhaven High School  
Mr Tylar-Jay Stolk - Shoalhaven High School  
Ms Kiera Drewitt - Ulladulla High School (Remotely)  
Ms Ellie Fitzpatrick - Ulladulla High School (Remotely)  
Ms Chloe Jeffers - Ulladulla High School (Remotely)  
Ms Ameilia Roklitzer - Ulladulla High School (Remotely)  
Ms Mia Garraahy - Ulladulla High School (Remotely)  
Ms Ebony Wellman - Ulladulla High School (Remotely)  
Mr Michael Paine - Manager Community Connections

Others present:

Ms Caitlin Lewis - Manager Media & Communications – Left meeting at 10:54am  
Ms Jessica Richardson - Community Capacity Builder  
Mr Jared Brown - Community Capacity Builder – Aboriginal – Left meeting at 10:44am  
Ms Holly Corbett - Community Capacity - Student Placement  
Mr Emile Dupont-Louis - Ulladulla High School – Staff Support (Remotely)

**The Chairperson opened the meeting and acknowledged the traditional custodians of the land and paid respect to Elders past, present and future.**

### Apologies / Leave of Absence

Apologies were received from Ms Fiona Phillips MP, Ms Sophie Phillips and Mr Nathaniel Woodcock.

### Confirmation of the Minutes

**RESOLVED** (By consent)

That the Minutes of the Youth Advisory Committee held on Wednesday 16 November 2022 be confirmed.

CARRIED

## Declarations of Interest

Nil

## PRESENTATIONS

### YA23.1 Open Discussion - Introduction Activity

HPERM Ref:  
D23/29816

In welcoming the members of the Youth Advisory Committee (YAC) to the first meeting of 2023, the meeting began with an introduction activity. It's important for all members to have the opportunity to get to know one another, break down barriers and ensure the space is safe and comfortable for participation by all members.

Members each answered the following prompt questions:

1. Name
2. School/ community/ group you are representing
3. List one value to add to our group rules

The following answers were provided in response to questions 3:

- Listening
- Showing respect
- Connecting
- Collaboration
- Having fun
- Empowering
- Being kind
- Having a proud voice

4. What is something you hope to achieve by being a part of this Committee? This can be something personal or something for the community.

The following answers were provided in response to question 4:

- To give youth a greater voice in the Shoalhaven.
- To educate youth on how politics works so that they may be in the best position to represent us in the future.

5. What is something that you love about living in the Shoalhaven?

The following answers were provided in response to question 5:

- The diverse community and a sense of community
- The broad range of opportunities for all
- The beautiful wildlife and environment, in particular the access to beaches and bush
- Being in close proximity to Sydney and Wollongong

### YA23.2 Youth Advisory Committee Overview and Priorities for 2023

HPERM Ref:  
D23/29883

Community Capacity Building staff presented an overview of the Youth Advisory Committee, including:

- Overview of the Committee
- Terms of Reference
- Strategic Plan
- Relevant Policies and Procedures

The information presented is attached to these minutes.

### **YA23.3 Draft Community Engagement Strategy Presentation**

**HPERM Ref:  
D23/29772**

The Media and Communications Team from Shoalhaven City Council presented the Draft Community Engagement Strategy to the Youth Advisory Committee.

The Media and Communications Team are seeking to actively involve communities in the decision-making process by providing meaningful, accessible information and feedback opportunities and are committed to authentic and effective engagement in the development of Councils plans and strategies to meet the needs of communities in the Shoalhaven.

The Draft Community Engagement Strategy outlines the approach and methodology to community consultation, including the goals, principles and review of engagement activities to enable community input into the development of Council projects and initiatives.

The information presented is also attached to these minutes.

The Committee proceeded to brainstorm on the following question: What is the best way for Council to reach and engage young people?

The following were the points discussed:

- Posting stories on social media platforms such as Facebook, Instagram and TikTok, as well as other platforms like Spotify, with links.
- Ensuring social media posts are attention grabbing, short and interactive.
- Setting up a Council stall in Stockland's Nowra between 3 - 5pm.
- Council presenting at school assemblies or holding events at schools.
- Incentivising Council surveys and making them shorter with a clear purpose.

## **REPORTS**

### **YA23.4 Nominate Representative - Shoalhaven Heads Estuary Taskforce**

**HPERM Ref: D23/6558**

The Committee was asked whether there were any members interested in joining the Shoalhaven Heads Estuary Taskforce as a Youth Representative.

The following 3 members expressed their interest: Ms Kiki Macas, Mr Tylar-Jay Stolk and Ms Emily Aitken.

#### **Recommendation**

That the Youth Advisory Committee nominate (insert name) as the Youth Representative on the Shoalhaven Heads Estuary Taskforce.

#### **RESOLVED (By consent)**

That:

1. Membership applications be sent to,
  - a. Ms Kiki Macas

- b. Mr Tyler-Jay Stolk
  - c. Ms Emily Aitken
2. The membership applications be reviewed according to Councils Expression of Interest (EOI) process.

CARRIED

**YA23.5 Youth Advisory Committee - Terms of Reference Review**

**HPERM Ref:  
D23/28913**

**Recommendation**

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

**RECOMMENDATION** (By consent)

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

CARRIED

**YA23.6 Youth Advisory Committee Membership Expression of Interest**

**HPERM Ref:  
D23/30224**

**Recommendation (Item to be determined under delegated authority)**

That the Youth Advisory Committee:

1. Endorse Council Staff to conduct a Membership Expression of Interest for all five (5) vacant community youth representative positions available on the Youth Advisory Committee.
2. Endorse Council Staff to audit the current membership of the Youth Advisory Committee.
3. Nominate a member of the Committee to be the Committee representative on the assessment panel for the next round of the EOI.

**RESOLVED** (By consent)

That the Youth Advisory Committee:

1. Endorse Council Staff to conduct a Membership Expression of Interest for all five (5) vacant community youth representative positions available on the Youth Advisory Committee.
2. Endorse Council Staff to audit the current membership of the Youth Advisory Committee.
3. Nominate Mr Tylar-Jay Stolk to be the Committee representative on the assessment panel for the next round of the EOI.

CARRIED

**YA23.7 Update on Actions - March 2023**

**HPERM Ref:  
D23/30337**

**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. The following actions are considered complete and removed from the action table.
  - a. YA22.26 – Youth Inclusion Grant – Community Grants Program 2022 Update
  - b. YA22.25 – Youth Advisory Committee Leadership Workshop – Report Received

**RESOLVED** (By consent)

That the Youth Advisory Committee:

1. Accept and receive the Update on Actions report for information.
2. The following actions are considered complete and removed from the action table.
  - a. YA22.26 – Youth Inclusion Grant – Community Grants Program 2022 Update
  - b. YA22.25 – Youth Advisory Committee Leadership Workshop – Report Received

CARRIED

There being no further business, the meeting concluded, the time being 11:36am.

Ms Kiki Macas  
CHAIRPERSON