

## Youth Advisory Committee

**Meeting Date:** Wednesday, 17 May, 2023  
**Location:** Jervis Bay Rooms, 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 / Welcome to Country
3. Apologies
4. Confirmation of Minutes
  - Youth Advisory Committee - 1 March 2023.....1
5. Declaration of Interests
6. Presentations

YA23.8 Open Discussion - Youth Priorities 2023

*The Community Wellbeing Grant will be opening soon, and a part of this grant program is to prioritise projects and activities for young people. Council staff would like the Youth Advisory Committee (YAC) members to offer ideas for ideal projects to be funded through this grant program given the priority areas set out by the YAC in 2022.*

*Prompt questions:*

1. *Introduce yourself; your name and who you are representing.*
2. *Select one of the priority areas identified below and put forward an idea for a project that young people would like to see in the Shoalhaven that responds to this priority area:*
  - a) *Health and Wellbeing support, in particular Mental Health support*
  - b) *Education, Training and Employment Opportunities, in particular improving education systems and pathways*
  - c) *Belonging and Connection to Community, in particular acceptance and respect*
  - d) *Climate Change and Sustainability*

e) *Public Transport*

*Please note, information provided today by the YAC will be utilised for information gathering purposes only. The Community Capacity Building Team will consider the types of activities put forward by the YAC when reviewing applications received under the Community Wellbeing Grant. Where applications meet the eligibility criteria set out by the grant program and align with the activity types put forward by the YAC, these applications will be considered as priority. This is dependent on applications received to the grant program and so the activity areas identified above are not guaranteed to be funded at this time.*

YA23.9 Presentation - Sonder Youth - Changemakers and YAC Program 2023

*Council staff are partnering with Sonder Youth Changemakers Program to offer Youth Advisory Committee members the opportunity to take action and deliver youth led projects.*

*The aim of the Changemakers Program through Sonder Youth is to give young people the opportunity to put forward their ideas for positive change and turn them into action. This program is designed by young people for young people. The program is a five-month leadership, social entrepreneurship and project management immersion experience.*

*Staff from Sonder Youth will present to the Youth Advisory Committee on the format of the programs and provide information on how to apply.*

**7. Reports**

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**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 – Liza Butler MP or nominee

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

Representative – Headspace

Representative - University of Wollongong – Shoalhaven

Representative – Country Universities Centre – Shoalhaven

Representative - CareSouth

6 voting community youth representatives

2 voting representatives from each local High School

**Quorum – 6 members****Purpose**

The purpose of the committee is to represent the interests and views of young people to Council and the Community.

The Committee will also seek to influence Council's support and intent in achieving their objectives for the current Shoalhaven City Council Community Strategic Plan 2032 (SCC CSP).

**Role**

- To represent the interests and views of young people to Council and the Community
- To provide an opportunity for young people to discuss issues of concern to young people
- 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
- To give young people experience in Local Government and community affairs
- To create greater awareness and appreciation within the general community of the needs and talents of young people
- To provide a mechanism for young people to address youth issues themselves

**Delegations**

Advisory Committees may make recommendations to Council on all matters within the role outlined above.

This does not include substantial issues and recommendations (possibly including expenditure) that will be reported to Council by a separate report Manager – Community Connections.

## 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



## YA23.10 Updated Action Table Report - May 2023

**HPERM Ref:** D23/153051

**Department:** Community Connections

**Approver:** Jane Lewis, Director - City Lifestyles

**Attachments:** 1. Youth Advisory Committee - Updated Action Table Report - May 2023 [↓](#)

### Reason for Report

The purpose of this report is 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 accept and receive the Update on Actions report for information.

### Options

1. Adopt the recommendation as written.

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

2. Request more information.

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

### Background

This report is to update the Youth Advisory Committee on outstanding actions from previous meetings. Attachment 1 provides information regarding the status of actions and resolutions made at previous meetings.

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 Committee are kept informed on progress towards the completion of actions and projects. This report provides a structured approach to facilitate this information exchange.

<b>Youth Advisory Committee</b> <b>Uncompleted as at 21 April 2023</b> <b>Completed: "Date From" to "Date to"</b>	<b>Action Sheets Report</b>
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<b>Meeting Date:</b> 01/03/2023	<b>Item No:</b> YA23.6	<b>Officer:</b> Richardson, Jessica / Fischer, Benjamin	<b>Completed:</b>
<b>Title:</b> Youth Advisory Committee Membership Expression of Interest			
<p><b>RESOLVED</b> (By consent)</p> <p>That the Youth Advisory Committee:</p> <ol style="list-style-type: none"> <li>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.</li> <li>2. Endorse Council Staff to audit the current membership of the Youth Advisory Committee.</li> <li>3. Nominate Mr Tylar-Jay Stolk to be the Committee representative on the assessment panel for the next round of the EOI.</li> </ol> <p>CARRIED</p>		<p><b>Notes:</b></p> <p><b>15 Mar 2023 1:13pm Fischer, Ben</b> Part 1 of the Recommendation will be actioned by Benjamin Fischer. Part 2 of the Recommendation to be actioned by relevant Community Connections Staff.</p> <p><b>20 Apr 2023 4:06pm Richardson, Jessica</b> Update on Actions,</p> <ol style="list-style-type: none"> <li>1. Governance, supported by Community Capacity Building Team and Communications Team, launched the Expression of Interest and promoted across social media platforms, news item and through community networks. Expression of Interest Closes 2 May 2023.</li> <li>2. Ongoing. Community Capacity Building Team have reached out to local service providers to nominate representatives to attend meetings. No nominations received at this stage.</li> <li>3. Upon close of applications on 2 May 2023, the panel will meet to review applications and present nominations to the Committee.</li> </ol>	