



AGENDA

Youth Advisory Committee Meeting Thursday, 8 February 2024

I hereby give notice that a Youth Advisory Committee Meeting will be held on:

Date: Thursday, 8 February 2024

Time: 5:30 PM

Location: Meeting Room
Guyugwa Room
Casuarina Library
Bradshaw Terrace, Casuarina

Webcasting:

Simone Saunders

Chief Executive Officer

YOUTH ADVISORY COMMITTEE MEMBERS

Councillor Jimmy Bouhoris
Member Jemima Fernandes
Member Jules Gabor
Member Anais Henry-Martin
Member Lucy Tinapple
Member Vivek Wilson
Alternate Councillor Rebecca Want de Rowe

OFFICERS

Coordinator Youth Programs Lisa Burnett

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1 Meeting Declared Open

2 Acknowledgement of Country

3 Apologies and Leave of Absence

3.1 Apologies

3.2 Leave of Absence

3.3 Leave of Absence Notified

4 Electronic Attendance

4.1 Electronic Attendance

4.2 Electronic Attendance Notified

5 Declaration of Interest

6 Confirmation of Previous Minutes

Youth Advisory Committee Meeting - 9 November 2023

7 Actions Arising From Previous Minutes

8 Presentations

9 OFFICER REPORTS**9.1 ENDORSEMENT OF NEW MEMBERS**

Author: Coordinator Youth Programs

Authoriser: Executive Manager Community and Cultural Services

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Endorsement of New Members be received and noted.
2. THAT the Youth Advisory recommend to Council two new members be appointed to the Youth Advisory Committee for a two-year term.

Applications have been received from Janelle Wong and Shubham Dhakal to join the Youth Advisory Committee. They are seeking support from the current Youth Advisory Committee members to be recommended to Council for endorsement.

Time allocated: 10 minutes

9.2 YOUTH ADVISORY COMMITTEE ORIENTATION

Author: Coordinator Youth Programs
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Youth Advisory Committee Orientation be received and noted.

This meeting will host a number of observers as prospective members. The following will provide an orientation for 2024 for both existing members and prospective members:

- Introduction of members, Councillors and observers
- Terms of Reference
 - Understanding of YAC's role within Council
 - Frequently used terminology
- Current members share experiences and respond to questions providing prospective members the opportunity to better understand the scope and purpose of YAC.
- 2024 YAC Calendar
 - Meeting Dates
 - Rotating Chair – allocate for the year
- 2022 – 2026 Youth Strategy

Time allocated: 20 minutes

9.3 TERMS OF REFERENCE REVIEW

Author: Coordinator Youth Programs
Authoriser: Executive Manager Community and Cultural Services
Attachments: 1. Track Changes Functions and Membership

RECOMMENDATIONS

1. THAT the report entitled Terms of Reference Review be received and noted.
2. THAT the Youth Advisory Committee endorsed the proposed changes to the Functions and Membership sections at **Attachment 1** and refer these to Council for approval.

City of Darwin's Governance Team is currently reviewing Terms of Reference for all of Council's advisory committees. The review aims to support consistency in how committees are administered and ensure compliance with the Local Government Act.

Members are asked to review the proposed changes to the "Functions" and "Membership" for YAC.

The two areas that require discussion are:

- Reducing the functions of the Committee down from eight (8) to five (5)
- Consideration of the maximum number of members

Time allocated: 20 minutes

FUNCTIONS

The functions of the Youth Advisory Committee are to:

- a) Build the group's knowledge of issues that affect young people in Darwin so that advice can be given to Council on how to manage/respond these issues.
- b) Gain an understanding of the responsibilities of City of Darwin and wWork with Council to help find ways of making/identify ways to increase the accessibility of City of Darwin and its facilities youth friendly so that young people are comfortable in accessing them. for young people.
- c) Assist Council to action the objectives/priorities of the Youth Strategy.
- ~~d) Provide an avenue for genuine communication between young people and Council.~~
- ~~e) Gain an understanding of the responsibilities of City of Darwin and its many roles and to be actively involved in Council's decision-making processes when appropriate.~~
- ~~f) Report the minutes and recommendations of each meeting to Council.~~
- ~~g) Help the local community better understand and be informed about youth issues, the work of the Youth Advisory Committee and its progress, through education and feedback.~~
- ~~d) Provide an opportunity for young people to build on and expand their skills in leadership, communication, public speaking, solving problems/advocacy, teamwork and civic affairs.~~
- ~~h)e) Report the minutes and recommendations of each meeting to Council.~~

MEMBERSHIP

Membership of the committee will be appointed by Council.

Council shall appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication, and commitment to the purpose of the group.

Membership will consist of:

- Up to fifteen (15) young people between twelve (12) and twenty-five (25) years of age (age as at 1 July each year)
- ~~1 Council Member (and one alternate Council Member)~~One (1) Elected Member and one (1) Alternative Elected Member

~~An appointment term is for 2 years.~~

Members must either live, study or work within the Darwin municipality.

Membership will be organised so that there is equal and fair representation of young people from across the age range and various-cultural-groups/demographics of Darwin young people. Every attempt will be made to have representation across the four (4) electoral wards within Darwin.

Young people whose life experience and knowledge will make the group rich in understanding youth issues from different perspectives will be actively encouraged to apply to become a member. ~~Members who are absent without notice for more than three meetings will be retired from the committee. Members may take three months leave from YAC each year provided they provide 10 days' notice.~~



~~At the end of their term, retiring members can reapply for membership to YAC, but may not serve more than three terms in a row.~~

~~A member who reaches the age of 25 during their term, may remain on YAC until the end of the calendar year in which they turn 25.~~

~~New members can apply at any time.~~

9.4 2024 PROFESSIONAL DEVELOPMENT OPPORTUNITIES

Author: Coordinator Youth Programs

Authoriser: Executive Manager Community and Cultural Services

Attachments: Nil

RECOMMENDATIONS

THAT the report entitled 2024 Professional Development Opportunities be received and noted.

Members will be asked to consider professional development opportunities for 2024 including:

- Workshops that could be delivered during YAC meetings
- Sending a delegate to the National Student Leadership Forum (22-25 August)
- Supporting a team at the YMCA Youth Parliament (23-28 June)

Time allocated: 15 minutes

9.5 YOUTH ENGAGEMENT OFFICER UPDATE

Author: Coordinator Youth Programs
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Youth Engagement Officer Update be received and noted.

Officer to provide members with update on:

- Outcome of recommendation to Council regarding letter to Northern Territory Education Minister requesting support in promoting opportunities to young people within schools
- Finalised 2024 Actions and Priorities identified via 2023 codesign workshop
- Outcome of Youth Engagement Officer recruiting

Time allocated: 15 minutes

10 Member Reports

11 General Business

12 Next Meeting

14 March 2024, 5.30 pm

13 Closure of Meeting



MINUTES

**Youth Advisory Committee Meeting
Thursday, 9 November 2023**

**MINUTES OF CITY OF DARWIN
YOUTH ADVISORY COMMITTEE MEETING
HELD AT CITY LIBRARY, CIVIC CENTRE, HARRY CHAN AVE, DARWIN
ON THURSDAY, 9 NOVEMBER 2023 AT 5:30 PM**

PRESENT:

Councillor Jimmy Bouhoris
Member Jemima Fernandes
Member Jules Gabor
Member Anais Henry-Martin
Member Kane Shah
Member Xavier Steele
Member Adam Van Wessel
Member Vivek Wilson

OFFICERS:

Teresa Helm (Youth Engagement Officer)

APOLOGY:

Member Lucy Tinapple

GUESTS:

Shubham Dhakal

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1 MEETING DECLARED OPEN

The Chair declared the meeting open at 5.37 pm.

Member Jemima Fernandes was not present at the commencement of the meeting.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES & LEAVE OF ABSENCE

3.1 Apologies

Member Lucy Tinapple

3.2 Leave of Absence

Member Anais Henry-Martin will be away for December end of year party

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Nil

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

Nil

5.1 Declaration of Interest by Members

Nil

5.2 Declaration of Interest by Staff

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION YAC033/23

Moved: Member Anais Henry-Martin

Seconded: Member Kane Shah

That the minutes of the Youth Advisory Committee Meeting held on 12 October 2023 be confirmed.

CARRIED 7/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 CO-DESIGN WORKSHOP REVIEW****COMMITTEE RESOLUTION YAC034/23**

Moved: Member Adam Van Wessel

Seconded: Member Xavier Steele

THAT the report entitled Co-Design Review be received and noted.

CARRIED 7/0

Members provided feedback on Co-Design workshop and outcomes, held October 14.

9.2 2024 FREQUENCY OF MEETINGS AND 2023 COMMITTEE REVIEW**COMMITTEE RESOLUTION YAC035/23**

Moved: Member Jules Gabor

Seconded: Member Kane Shah

1. THAT the report entitled 2024 Frequency of Meetings and 2023 Committee Review be received and noted.
2. THAT the Youth Advisory Committee sets its meeting schedule for 2024 as follows:
 - a) Meetings to be held on Thursdays
 - b) Meetings to be held 5.30pm-7.00pm
 - c) Meetings to be held at Casuarina Library Guyugwa Room
 - d) Minimum of four and maximum of eight meetings to be:
 - i. 8 February 2024
 - ii. 14 March 2024
 - iii. 9 May 2024
 - iv. 13 June 2024
 - vi. 8 August 2024
 - vii. 12 September 2024
 - viii. 10 October 2024
 - ix. 14 November 2024
3. That the Youth Advisory Committee notes the 2023 Annual Review at **Attachment 1**.
4. That the Youth Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

CARRIED 7/0

Attachment 1.

Youth Advisory Committee

2023 Annual Review

Committee Functions	Result
Functions of the Committee achieved	Continued support to deliver on the 2022 – 2026 Youth Strategy. 3 x in-meeting consultations <ul style="list-style-type: none"> Casuarina Library Youth Space consultation Nous Group for the Youth Hub Melaleuca for the Embrace project. 2 x professional development opportunities <ul style="list-style-type: none"> Communications workshop Finding your purpose workshop Feedback sought through Engage Darwin on: <ul style="list-style-type: none"> Creative Strategy Bundilla Master Plan
Committee scheduled their frequency of meetings, times and locations the calendar year prior	At November 2022 meeting Members scheduled the following dates to be held at Casuarina Library Guyugwa Room. 5.30-7pm <ol style="list-style-type: none"> 9 February 2023 9 March 2023 11 May 2023 13 July 2023 10 August 2023 14 September 2023 12 October 2023 9 November 2023 Members to schedule 2024 meeting dates at 9 November 2023 meeting.
Membership Provisions of the Committee achieved	8 consistent memberships maintained throughout the year.
Number of scheduled meetings for the calendar year achieved	8 meetings held through 2023. No meetings rescheduled.

Committee Functions	Result
Achievements / Highlights	Successful development and delivery of annual co-design workshop. Contributions explored for online tools have helped inform decision making for online directory

Member Jemima Fernandes entered the meeting at 6.36pm

9.3 2024 PLANNING

COMMITTEE RESOLUTION YAC036/23

Moved: Member Jules Gabor

Seconded: Member Jemima Fernandes

THAT the report entitled 2024 Planning be received and noted.

CARRIED 8/0

Members Kane Shah, Xavier Steele, Adam Van Wessel provided notice of resignation for 2024 membership due to moving interstate for study or aging out of YAC age parameters.

Youth Engagement Officer to send letter of acknowledgement and thanks for contributions to YAC and the Darwin community.

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

11.1 LETTER TO EDUCATION MINISTER

COMMITTEE RESOLUTION YAC037/23

Moved: Councillor Jimmy Bouhoris

Seconded: Member Adam Van Wessel

Councillor Jimmy Bouhoris moved for Council to write to the Education Minister seeking support to distribute information to schools regarding Youth Advisory Committee recruitment.

CARRIED 8/0

11.2 ACKNOWLEDGMENT OF THANKS

COMMITTEE RESOLUTION YAC038/23

Moved: Councillor Jimmy Bouhoris

Seconded: Member Adam Van Wessel

Councillor Jimmy Bouhoris moved to formally thank Teresa Helm for her work with YAC and City of Darwin's Youth Programs team before she takes 12 months parental leave.

CARRIED 8/0

Councillor Bohouris shared information about the following events:

International Mens Day is Sunday 19 November

International Mens Day Forum is being held at DoubleTree Hilton on Friday 17 November
Tickets - \$220

A Very Darwin Christmas Pageant

Saturday 18 November from 5pm

Councillor Bohouris invited YAC members to join his float. YEO to share Councillor Bohouris' contact details with members to get in touch if they are interested.

Richardson Ward Christmas Party

8.30am – 1pm Saturday 25 November at BBC Cinemas Casuarina

There will be Christmas giveaways, Trolls and Hunger Games will be showing plus Rock Paper Scissors will return

Councillor Bohouris acknowledged the Youth Engagement Officer's upcoming parental leave and thanked them for their contribution in supporting YAC over the years.

12 NEXT MEETING

End of Year Celebration

Thursday 14 December

6pm-8pm approx

Kingpin Darwin

NEXT FORMAL MEETING

Thursday 8 February 2024

5.30-7pm

Guyugwa Room, Casuarina Library

12.1 CLOSURE OF MEETING

COMMITTEE RESOLUTION YAC039/23

Moved: Member Jemima Fernandes

Seconded: Member Kane Shah

The Chair declared the meeting closed at 7.05pm

CARRIED 8/0