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<b>File No:</b>	COR2012/672	
<b>Document Ref:</b>	D16/149847	
<b>Date and Venue:</b>	2 <sup>nd</sup> November 2016 Meeting Room, Level 1A, 1 Pope Street, Top Ryde	
<b>Time:</b>	6.00pm	Started at: 6.05pm Closed at: 7.35pm
<b>Chair:</b>	Aidan Fisher	
<b>Meeting Support (MS):</b>	Linda Smith – EA to the Mayor and Councillors	
<b>Staff Convenor:</b>	Michael Paine, Community Project Officer - Young People	
<b>Circulation:</b>	Draft Minutes circulated to Staff Convenor (Michael Paine) on 30 September 2016	

**Committee Role:****The primary roles of the Ryde Youth Council Advisory Committee are:**

- To advocate for the needs of young people and provide a mechanism for their participation and involvement in decision making on community issues.
- To act in an advisory and consultative capacity to Council and staff on matters affecting young people in the community.
- To assist young people in developing skills in various areas including, leadership, communication, advocacy, governance and administration.

**Committee Members as per the Terms of Reference**

Present	Apology	Name	Position Title	Organisation
		Councillor Craig Chung	Delegate - resigned from Council 29/9/16	City of Ryde
		Councillor Roy Maggio	Delegate	City of Ryde
x		Sophie Lara-Watson	Youth Councillor	
x		Aidan Fisher	Youth Councillor (Chair)	
x		Sarah VanDerMeer	Youth Councillor	
		Nicolas Kyriazis	Youth Councillor – membership rescinded 2/11/16	
		Ben Kyriazis	Youth Councillor – resigned as of 2/11/16	
x		Rorie Fisher	Youth Councillor	
	x	Anthony Kim	Youth Councillor	
		Dinushika Dias	Youth Councillor – resigned as of 2/11/16	
x		Kavisha Shah	Youth Councillor (Deputy Chair)	
x		Mitchell Stubbs	Youth Councillor	
x		James Kim	Youth Councillor	
x		Krystle-Jayne Ng	Youth Councillor	
	x	Phillip Mathew	Youth Councillor	
	x	Brendon Zhu	Youth Councillor	
	x	Sophie Xiao	Youth Councillor	
x		Joseph Koo	Youth Councillor	

**Additional Attendees**

Name	Position Title	Organisation
Michael Paine	Community Project Officer - Young People	City of Ryde
Amanda Janvrin	Senior Coordinator - Governance	City of Ryde

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Details		Action	Responsibility and Date
1.	<p><b>Apologies and Welcome</b></p> <p>The attendees and apologies are as noted above.</p>	Noted.	
2.	<p><b>Follow up From Previous Minutes and Adoption of Minutes</b></p> <p>The minutes from the meeting held on 28<sup>th</sup> September 2016 were confirmed and endorsed.</p>	Noted.	
3.	<p><b>Update on Council Amalgamation News</b></p> <p>Michael advised that there have been no further developments with regard to the proposed amalgamation between City of Ryde, Hunters Hill and Lane Cove Councils.</p> <p>Lane Cove Council has resolved to join with Hunters Hill Council in the appeal against amalgamation of the above councils.</p>	Noted.	
4.	<p><b>New Candidate for Ryde Youth Council – Yan Zhai</b></p> <p>Mike Paine introduced potential new candidate Yan Zhai.</p> <p>Yan introduced herself to the Committee members and stated she lived in North Ryde and had been impressed with the information she found on line regarding the work of the Ryde Youth Council. Yan enjoys planning events and feels she could contribute to the group.</p> <p>All Committee members then introduced themselves to Ms Zhai.</p> <p>Ms Zhai left the meeting at 7.30pm. The Committee members then discussed her application for membership and voted to accept Ms Yan Zhai as a new member of the Ryde Youth Council (voting was unanimous).</p>	<p>Noted.</p> <p>Mr Paine to advise Ms Zhai of her acceptance as a member of the Ryde Youth Council</p>	<p>M Paine 2/11/16</p>

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Details		Action	Responsibility and Date
<p><b>5. and 6.</b></p>	<p><b>Review of Terms of Reference for the Ryde Youth Council</b></p> <p>Mike Paine provided background information regarding the need to review the terms of reference. He advised that a review is conducted at the end of each term of the Youth Council and is a way of identifying improvements that can be made.</p> <p>He noted that as the NSW Youth Conference will be held in 2017, it might be prudent to extend the current two (2) year term of office by ten months so that members can take part in the conference and assist with its planning.</p> <p>The uncertainty regarding the possible amalgamation of councils has also meant that new members were not sought in the same time frame as other years.</p> <p>The terms of reference were reviewed with the following items noted for change or update.</p> <ul style="list-style-type: none"> <li>- Cllr Chung has resigned from COR. All remaining Councillors have now been invited to apply to be delegates</li> <li>- The number of young people to sit on the committee to be changed from “minimum of 14” to recommendation of 14”</li> <li>- Terms of membership – retain reference to two year term but include that a yearly recruitment drive be undertaken</li> <li>- Non-attendance – membership is to reviewed each six (6) months</li> <li>- The maximum number of representatives to be reviewed if amalgamation of councils occurs</li> <li>- A maximum number of representatives be set at 25 with 14 – 25 representatives recommended.</li> <li>- Elections for office bearers to be held in February. February will mark the commencement of the extended term of this Youth Council.</li> <li>- Role of publicity officer – delete reference to interviews with 2RRR</li> <li>- Presentations – alter the wording “shall be” to “should be”</li> <li>- Sub committees to elect office bearers</li> <li>- Sub committees to provide the publicity officer with updates of their work for suitable publication on social media etc</li> <li>- The titles of Council staff to be updated to reflect the new organisation structure</li> <li>- Non-attendance at events by Youth Council members to be treated in the same manner as non-attendance at meetings.</li> </ul>	<p>The information was noted. Mike to provide copies of the updated Terms of Reference to Youth Council representatives.</p>	<p>M Paine For next meeting – 30 November</p>

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<p><b>7. Feedback from consultation workshops</b></p> <p>A two day workshop was held which discussed consultation and marketing.</p> <p>It explored different techniques and methods which can be used.</p> <p>Points explored were:</p> <ul style="list-style-type: none"> <li>- How to identify who you are targeting and how to reach out to them (networking)</li> <li>- How to identify ideas and what to focus on</li> <li>- The use of the “dancing man” to get thoughts happening</li> <li>- The notion of using other consultants other than Youth Council members to carry out consultation</li> <li>- The importance of starting with broad questions and letting people comment freely</li> <li>- The importance of making a personal connection and talking to them – don’t expect them to approach you to talk.</li> <li>- The use of goodwill and social responsibility – make a positive message</li> <li>- Connect with at risk people and those without a voice to gain their opinion</li> </ul> <p>A consultation workshop will be held on 15<sup>th</sup> November – Aidan to attend</p>	<p>Noted.</p> <p>Aidan to send email to encourage attendance at the workshop</p>	<p>Aidan Fisher – 13/11/16</p>
<p><b>8. Granny Smith Festival Review</b></p> <p>It was agreed that overall the event had been a success and that the Youth Area was well attended.</p> <p>Specific mention was made of the following items:</p> <ul style="list-style-type: none"> <li>- Laser Tag – this was a fun event but was utilised by a younger audience than that hoped for.</li> <li>- Dance event – was well attended</li> <li>- Wheelchair basketball – consistent attendance by males and females in the 13 – 17 year age group</li> <li>- Banners at entrance to space were commended for attracting attention and it is hoped to obtain more</li> <li>- NDT and TWT both commented that the youth area was a highlight of the festival</li> <li>- Better quality items for prizes and giveaways are required for next years event.</li> </ul>	<p>Noted.</p>	
<p><b>9. Skate Competition Update</b></p> <p>The event will be held on Saturday 19<sup>th</sup> November between 12 and 4.00pm and assistance from members of the Youth Council would be appreciated.</p> <p>Members are asked to distribute flyers as they are able.</p> <p>Mike will provide advice as whether people need to bring their own board to take part</p> <p>Mike to send the link to the website to committee members</p> <p>Youth Council members to provide any contacts they have which can be used in the consultation process to be undertaken on the day.</p>	<p>Noted.</p> <p>Youth Council members to distribute flyers and provide contacts for consultation process</p> <p>Mike to advise if you need your own board</p> <p>Mike to send link to website</p>	<p>All – up to 19/11/2016</p> <p>M Paine – 19/11/2016</p> <p>M Paine – 19/11/16</p>

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<p><b>10. NSW Youth Council Conference 2017</b></p> <p>A sub committee meeting for the conference organisers will be held on 8<sup>th</sup> November 2016.</p> <p>On 10<sup>th</sup> November 2016 a Project Control Group Meeting will be held.</p> <p>The PCG will consist of Council staff from areas such as risk and audit, events, finance etc who will provide input and advice re requirements for running a successful conference.</p>	Noted.	
<p><b>11. Ryde Young Citizen of the Year nominations</b></p> <p>Nominations for the Ryde Young Citizen of the Year close on 25<sup>th</sup> November 2016.</p> <p>The group voted to nominate Krystle Ng for her work in securing the NSW Youth Council conference in 2017 and also for attracting the involvement of Microsoft at the conference.</p> <p>It was noted that whilst the bid to hold the conference had been a group effort, that Krystle had been instrumental in all efforts undertaken.</p> <p><b>Rotary Youth Leadership Award</b></p> <p>Mitchell spoke about this award which extends the leadership knowledge of participants.</p> <p>It is a seven day program where participants live on site and take part in challenges in addition to attending events by speakers.</p> <p>Mitchell has taken part in the program and highly recommends it.</p> <p>All costs are covered by Rotary.</p> <p>The event will run from 8<sup>th</sup> – 14<sup>th</sup> January and applications close on 30<sup>th</sup> November 2016.</p>	<p>Noted.</p> <p>Sophie to complete the application for Krystle's nomination as Ryde Young Citizen of the Year.</p> <p>The information was noted.</p>	<p>Sophie Lara-Watson</p> <p>25/11/2016</p>
<p><b>12. End of Year Social</b></p> <p>Due to time constraints, the Committee agreed for this Item to be carried over to the next meeting.</p>	Noted. Item to be included on agenda for next meeting.	
<p><b>11. Confirmation of Next Meeting:</b></p> <p>DATE: Wednesday 29<sup>th</sup> November 2016 TIME: 6.00pm – 7.30pm VENUE: 1A Pope Street – Meeting Room</p>	Noted.	