

Subject:	Ryde Youth Council Advisory Committee – Minutes of Meeting	Page 1 of 7
File No:	COR2012/672	
Document Ref:	D17/26586	
Date and Venue:	22 February 2017	Meeting Room, Level 1A, 1 Pope Street, Top Ryde
Time:	6.00pm	Started at: 6.00pm Closed at: 7.25pm
Chair:	Aidan Fisher	
Meeting Support (MS):	Amanda Janvrin, Senior Coordinator - Governance	
Staff Convenor:	Michael Paine, Community Project Officer - Young People	
Circulation:	Draft Minutes circulated to Staff Convenor (Michael Paine) on 2 March 2017	

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 Roy Maggio	Delegate	City of Ryde
	x	Councillor Jane Stott	Delegate	City of Ryde
	x	Councillor Denise Pendleton		City of Ryde
x		Aidan Fisher	Youth Councillor (Chair)	
x		Sophie Lara-Watson	Youth Councillor	
		Sarah VanDerMeer	Youth Councillor	
x		Rorie Fisher	Youth Councillor	
	x	Anthony Kim	Youth Councillor	
	x	Kavisha Shah	Youth Councillor (Deputy Chair)	
		Mitchell Stubbs	Youth Councillor	
		James Kim	Youth Councillor	
		Krystle-Jayne Ng	Youth Councillor	
		Phillip Mathew	Youth Councillor	
x		Brendon Zhu	Youth Councillor	
x		Sophie Xiao	Youth Councillor	
x		Alice Sun	Youth Councillor	
	x	Yan Zhai	Youth Councillor	
		Joseph Koo	Youth Councillor	

Additional Attendees

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

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Details	Action	Responsibility and Date
1. Apologies and Welcome The attendees and apologies are as noted above.	Noted.	
2. Follow up From Previous Minutes and Adoption of Minutes The minutes from the meeting held on 30 November 2016 were confirmed and endorsed. <u>Action Items from previous Minutes</u> Mr Aidan Fisher advised as follows:- <ul style="list-style-type: none">• A report will be presented to Council on 21 March 2017 recommending that Alice Sun join the Youth Council.• Copies of the updated Youth Council Terms of Reference have been distributed.• Review Ryde Youth Council Application Form – no feedback received.• Members asked to advise if they wished to be part of the planning for Shoreshocked – no interest.• Civic Hall Event – not proceeding.• Youth Week Meetings – have been cancelled twice due to no interest.• Youth Council Subcommittee – held as agreed – feedback later in the meeting.	Noted. Noted.	
3. Resignations Mr Aidan Fisher advised that the following Youth Councillors had resigned:- <ul style="list-style-type: none">• Sarah Van Der Meer• Krystle-Jayne Ng• Mitchell Stubbs• Phillip Matthew	Noted.	
4. Amalgamations Mr Michael Paine provided the Committee with a brief update on the amalgamations and confirmed that it looks like they are going ahead in the metropolitan areas, with the Court of Appeal to consider an application to have all the legal proceedings on the Proposed Mergers considered together (including Ryde, Hunter's Hill and Lane Cove). This is listed for 3, 4 and 6 April 2017 and it is understood that once this is determined, further dates will need to be set to consider these appeals.	Noted.	

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5. Ryde Youth Council Processes, Planning and Training 2017-2018 <u>Adopt Terms of Reference (pending Council approvals)</u> Mr Michael Paine advised that the main change to the Terms of Reference was where the Youth Council wanted to change the non-attendances at a meeting with no apology from 3 to 2, prior to possibly asking a member to leave the Committee. Mr Paine advised that this needs to remain at 3 non-attendances and apart from that and a couple of wording changes, the Terms of Reference remain unchanged. All members present at the meeting agreed that they were happy to adopt these Terms of Reference. Mr Paine advised that these Terms of Reference will be presented to Council for endorsement on 21 March 2017 and will need to be reviewed again at the end of next Term (2018). <u>Ryde Youth Council Committee Roles (Chairperson, Deputy Chairperson, Public Relations Officer)</u> Mr Aidan Fisher advised that as a number of apologies have been received for this meeting, it is probably a good idea to defer the election for the Ryde Youth Council Committee Roles until the April 2017 Meeting when there will hopefully also be some new members. All Committee members present agreed.	Noted.	
<u>Regular Meeting Dates and Times</u> Mr Michael Paine advised that the Youth Council usually meets on the last Wednesday of each month (although there are a couple of exceptions). The meeting dates up to the end of August 2017 are as follows:- <ul style="list-style-type: none"> • Wednesday, 22 March 2017 • Thursday, 27 April 2017 • Wednesday, 31 May 2017 • Wednesday, 28 June 2017 • Wednesday, 26 July 2017 • Wednesday, 30 August 2017 	Noted.	Michael Paine – 27/04/17
<u>Communication, Emails, SMS and Facebook</u> Mr Aidan Fisher requested some feedback from Committee Members regarding the way they communicate. Members present at the meeting advised that they were happy with the current communication methods. A suggestion was made with regards to improving Facebook, which was when an Agenda is finalised, it could be put up on private group Facebook page (as well as sending out via email). Mr Michael Paine advised that the Facebook group is for communications for everybody and if there is anything the Youth Councillors want to put on the Agenda, they can put it up on Facebook and Mr Paine is more than happy to include it on the Agenda.	Noted.	
<u>Training Requests</u> Mr Michael Paine advised that the training that the Youth Council has undertaken in the past has included capacity building (such as networking and Council Processes etc). Mr Paine confirmed that he does have some training in the pipeline. This training is Consultation Evaluations which will be undertaken at a later date. Mr Paine advised that if the Youth Councillors can think of any training they would like to undertake, to please bring up with Mr Paine and he will see if it is feasible. Mr Paine suggested that if the Youth Council wanted to know more on Council processes, we could look at holding a mock Council Meeting. Mr Aidan Fisher suggested that advertising and marketing could be a possible training session for the Youth Council to undertake.	Noted.	

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<p>6. National Youth Week 2017</p> <p>Mr Michael Paine advised that National Youth Week is fairly light on this year with the only event organised being the Shoreshocked Festival on 1 April 2017.</p> <p>Mr Paine confirmed that the event will need people to volunteer to assist at the event. All of the information regarding the event is on the Facebook page. Anyone who volunteers to assist at the event must do induction prior to the event. There are two nights that the inductions will be run being Wednesday, 29 March 2017 and Thursday, 30 March 2017.</p> <p>Anyone interested in volunteering are to please contact Mr Paine.</p>	Noted.	
<p>7. NSW Youth Council Conference 2017</p> <p><u>Report from Meeting with Advocate for Children and Young People</u></p> <p>Mr Aidan Fisher advised that a number of meetings have been held. With regards to the meeting with the Advocate for Children and Young People, Mr Fisher confirmed that it was a very positive meeting and now the Committee needs to rethink the Agenda for the Conference.</p> <p>Mr Michael Paine then provided the Committee with an overview regarding the Conference, including who has been invited, guest speakers, workshops and activities for each day. With regards to the industry visits, Mr Paine advised that they will be put on as an added extra to be undertaken early on the Friday morning.</p> <p>Mr Paine confirmed that the people from Earth Hour coming to the Conference to discuss how they have grown their campaign.</p> <p>Mr Paine advised that the Advocate made the following suggestions:-</p> <ul style="list-style-type: none"> • Multicultural NSW doing an inclusion event run during Youth Week and we will be invited to send some delegates. • App available on apple store and googleplay called ACYP voices app – recommended that the Committee members download the app. • The Advocate suggested that the Committee request a meeting with Minister Victor Dominello who is now in charge of finance but is also still head of the Social Innovation Council. • The Advocate has offered the Youth Council access to all their databases for mailouts and all data about youth in New South Wales. • The Advocate has offered help with the Social Media Campaign. • With regards to registrations – make sure consent forms are submitted prior to registration. • Rethink about some of the wording the Ryde Youth Council are using with regards to the conference. • The Advocate suggested trying to get the E-Safety Commissioner to come and speak at the Conference. The E-Safety Commissioner is responsible for cyber safety. 	Noted.	

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<p><u>Report from meeting with Youth Action and The Frank Team</u></p> <p>Mr Michael Paine advised that the Youth Action have been involved in past Conferences and have spent a day running through logistics. Youth Action are willing to be involved but we want them to be involved in a smaller role such as a 1 to 2 hour workshop only. Youth Action have offered to provide logistical support which has been accepted.</p> <p>Mr Paine advised that the Frank Team have offered to run a workshop to train young people on how to do video pitches. The winning pitch will get \$1000.00.</p> <p>Mr Paine confirmed that there is a possibility that the \$15,000 subsidy sitting in the budget which is not currently being used could be utilised in the video pitches. Mr Paine confirmed that he would need to speak to the Youth Opportunities staff to see if they would allow the Youth Council to put money into project development to help them with their pitches, however this is just an idea at this stage.</p>	Noted.	
<p><u>Report from meeting with Project Control Team, OPTUS and Uniting Ways</u></p> <p>Mr Michael Paine advised that the Project Control Team is made up from staff members from all across Council who are providing support for the Conference. At the last meeting the Team talked about subsidies and how to work those subsidies. They also discussed ideas about other people who could be invited. Council's Risk and Insurance Officer, Mr Rafik Meleka offered to provide \$10,000 to the Ryde Youth Council budget for risk management. Mr Paine confirmed that he needs to provide Mr Meleka with a list of risks in order to receive the funding.</p> <p>Mr Paine advised that the Australian of the Year from Western Australia and Kessler (advertising firm) may be worth contacting, also the Cochlear Hearing Hub at Macquarie University and also a number of people from TedEx. Mr Paine confirmed that he will speak to Macquarie University to establish if any of the speakers from TedEx would be interested.</p>	Noted.	
<p><u>Updates – speaker, politician confirmations and invitations</u></p> <p>Mr Michael Paine provided an update regarding speakers, politician confirmations and invitations earlier in the meeting.</p>	Contact Macquarie University regarding speakers from TedEx	Michael Paine
<p><u>Moving Forward – Next Working Party Meeting</u></p> <p>Mr Aidan Fisher advised that the next working party meeting will be held on Tuesday, 28 February 2017 at 6.00pm in Ryde Library and it would be great if all members can attend.</p> <p>Mr Michael Paine advised that at that meeting, he will be proposing to hold an all-day planning day on a weekend so Committee members should come prepared with some dates for the planning day.</p>	Noted.	

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<p>8. Ryde Youth Council Recruitment</p> <p>Mr Michael Paine advised that the schedule for seeking nominations to join the Ryde Youth Council 2017 will be undertaken following approval from Council's Finance and Governance Committee Meeting scheduled for 21 March 2017.</p> <p>Mr Aidan Fisher confirmed that the report to Council's Finance and Governance Committee on 21 March 2017 will seek Council's approval for the Committee to undertake a recruitment drive. All going well, the recruitment drive should commence in April 2017. Committee members confirmed that they were happy with the pamphlets that will be sent out as part of the recruitment drive. Any member interested in putting a quote in the pamphlet is to please contact Mr Paine. All Committee members present at tonight's meeting will have a photograph taken for inclusion in the pamphlet.</p> <p>Mr Paine advised that there is the possibility the Council will resolve to hold off on the recruitment drive to see what happens with the amalgamations, however if Council does allow the recruitment drive to proceed, the pamphlet will be going out to schools, an advertisement will be included in the local newspapers and also the Mayor's Message. Advertising and promotion on 2RRR and Macquarie University radio is also a possibility.</p> <p><u>Skate Park</u></p> <p>Mr Aidan Fisher confirmed that Community Consultations regarding the skate park will be held at Ryde Eastwood Leagues Club on 8 and 9 March 2017. All Ryde Youth Council members are invited and encouraged to participate in an online survey, together with doing their best to get the word out and encourage the youth to attend the Community Consultation sessions.</p> <p><u>Engagement of Ryde Youth Council Meetings</u></p> <p>Mr Aidan Fisher requested feedback from the Committee members as to how we could make the Ryde Youth Council meetings more engaging. Suggestions included:-</p> <ul style="list-style-type: none"> • After Apologies on the Agenda, that each member providing an update on what is happening in the community. • Including a blank item in the Agenda that a committee member could fill on a rotating basis for each meeting. • Using an intercom system so that members could participate in the meetings, even if they could not physically be present. • Rethink the way the meetings are run and using a different mode for sub-committee meetings such as at a coffee shop or a walking meeting. <p>The Committee agreed that as it was Rorie Fisher's suggestion, that he should include an item on the Agenda for the next meeting.</p> <p>Mr Aidan Fisher requested all Committee members to provide further feedback on ideas to make the meetings more inclusive and dynamic.</p>	Noted.	
<p>9. Other Business</p> <p><u>Krystle-Jayne Ng – Young Citizen of the Year</u></p> <p>Mr Michael Paine acknowledged Krystal-Jayne Ng received the Young Citizen of the Year Award for her work on the Youth Council. This is a wonderful achievement and well done Krystle-Jayne.</p>	Noted.	

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Details	Action	Responsibility and Date
10. Confirmation of Next Meeting: DATE: Wednesday, 22 March 2017 TIME: 6.00pm – 7.30pm VENUE: Meeting Room Level 1A, 1 Pope Street, Ryde	Noted.	