



Agenda

Youth Council Meeting

Monday 2 September 2024 at 6pm

You are advised that a Youth Council Meeting will be held on Monday 2 September 2024 at 6pm for the transaction of the following business.

This meeting will be held in the Conference Room 2 at Civic Centre, 25 Ferres Boulevard, South Morang.

Youth Councillors

Zachary Melvaine Youth Mayor

Kaynat Virk Deputy Youth Mayor

Angelica Banquil

Dean Connelly-Carpenter

Bavleen Kaur

Mustafa Khraim

Angela Rolevska

Esha Serai

Tanya Sharma

Sandy Tran

Emily Tricarico

Elly Watson

Sophie Winter

Officers

Jacinta Stevens Executive Manager Office of Council & CEO

Bobbie-Lea Bright Unit Manager Governance

Order of Business

[1 Opening 4](#_Toc175583016)

[1.1 Meeting Opening and Introductions 4](#_Toc175583017)

[1.2 Apologies 4](#_Toc175583018)

[1.3 Acknowledgement of Traditional Owners Statement 4](#_Toc175583019)

[1.4 Youth Council Charter 4](#_Toc175583020)

[1.5 Acknowledgements 4](#_Toc175583021)

[2 Declarations of Conflict of Interest 4](#_Toc175583022)

[3 Confirmation of Minutes of Previous Meeting/s 4](#_Toc175583023)

[4 Officers' Reports 5](#_Toc175583024)

[4.1 Community Priorities 2024 Community Consultation 5](#_Toc175583025)

[4.2 Amendments to the Youth Council Terms of Reference 7](#_Toc175583026)

[4.3 Youth Council Submission - Draft Mill Park Place Framework 9](#_Toc175583027)

[5 Notices of Motion 10](#_Toc175583028)

[6 General / Urgent Business 10](#_Toc175583029)

[7 Closure 10](#_Toc175583030)

**1 Opening**

**1.1 Meeting Opening and Introductions**

The Youth Mayor will open the meeting and welcome everyone in attendance.

**1.2 Apologies**

**1.3 Acknowledgement of Traditional Owners Statement**

The Youth Mayor will read the following statement:

*“On behalf of Council, I recognise the rich Aboriginal heritage of this country and acknowledge the Wurundjeri Willum Clan and Taungurung People as the Traditional Owners of lands within the City of Whittlesea.*

*I would also like to personally acknowledge Elders past, present and emerging.”*

**1.4 Youth Council Charter**

The Youth Mayor will read the following statement:

*“We the members of the City of Whittlesea Youth Council, commit to advocating for and being the voice of the youth within our municipality. We ensure a safe space for all, to engage in constructive collaboration on matters affecting young people. We aim to empower and foster community connectedness in our youth so they feel valued and supported to achieve their aspirations.”*

**1.5 Acknowledgements**

**2 Declarations of Conflict of Interest**

**3 Confirmation of Minutes of Previous Meeting/s**

# Recommendation

**THAT the following Minutes of the preceding Youth Council Meeting as circulated, be confirmed:**

**Youth Council Meeting held on 5 August 2024.**

**4 Officers' Reports**

4.1 Community Priorities 2024 Community Consultation

**4.1 Community Priorities 2024 Community Consultation**

**Director/Executive Manager:** Executive Manager Public Affairs

**Report Author:** Unit Manager Community Engagement

**In Attendance:** Unit Manager Financial Development & Accountability  
Unit Manager Community Engagement

# Executive Summary

Each year Council releases an annual Budget for the investment and delivery of critical services and essential infrastructure to support our rapidly growing community. We need to balance the delivery of ongoing services and programs while also building infrastructure and facilities to cater to our growing population. The budget is developed to align to our long-term financial plan which balances our current spending on projects and services for the community and strengthens our long-term financial sustainability.

This financial year Council has an operating budget of $315m, but we can't do everything and need to make hard choices. We need to know what services and assets our community value most now and for the future to help us shape key documents that will guide Council’s activities over the next 5-10 years. The valuable insights we capture will inform the Budget 2025-26, Community Plan 2026-29, Asset Plan 2026-35, Financial Plan 2026-35, Road Management Plan 2026-29 and Revenue and Rating Plan 2026-29.

We are seeking input of the Youth Council as part of a wider community engagement process to ensure their voice is considered. Feedback from the session will be presented and considered as part of the wider community consultation that is active at <https://engage.whittlesea.vic.gov.au/priorities2025>

# Officers’ Recommendation

**THAT the Youth Council provide feedback from the workshop session to assist in developing key documents including the Budget 2025-26, Community Plan 2026-30, Asset Plan 2026-36, Financial Plan 2026-36, Road Management Plan 2026-30 and Revenue and Rating Plan 2026-30.**

# Background / Key Information

This project will have five phases of community engagement as below:

Phase 1 – Broad community consultation - (5 August to 2 September 2024).

Phase 2 – Broad community pulse check/consultation – (December 2024 to January 2025).

Phase 3 – Deliberative engagement – focus groups (early 2025).

Phase 4 – Proposed budget released for community feedback (2 to 11 April 2025).

Phase 5 – Adoption of 2025-26 Budget and closing the loop with community (May 2025).

# Implementation Strategy

Communication

Community members are invited to participate in the community engagement digitally through Council’s Engage Whittlesea platform (<https://engage.whittlesea.vic.gov.au/priorities2025>) or at one of thirteen community-based pop-up stalls across the municipality.

Promotion of the consultation is via Council’s social media channels, an email campaign to Engage Whittlesea members and via direct emails from Council Officers across the organisation to their groups and networks.

Critical Dates

This project will have five phases of engagement. This report relates to phase 1 – broad community consultation which runs from 5 August to 2 September 2024.

# Declaration of Conflict of Interest

Under Section 130 of the *Local Government Act 2020*officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

# Attachments

Nil

4.2 Amendments to the Youth Council Terms of Reference

**4.2 Amendments to the Youth Council Terms of Reference**

**Director/Executive Manager:** Director Community Wellbeing  
Executive Manager Office of Council & CEO

**Report Author:**  Youth Development Coordinator

**In Attendance:** Unit Manager Youth Development

# Executive Summary

The Youth Council Terms of Reference define the purpose, objective, structure, resourcing and management of the City of Whittlesea Youth Council. The Youth Council Terms of Reference was published in October 2023 prior to the recruitment of the 2024-25 Youth Council.

The Terms of Reference defines that a member of the Youth Council cannot re-apply for membership following the completion of a term of membership (24 months). This has been identified as a disadvantage for Youth Council members who are aged under 16 years old during their term of membership as they do not have the opportunity to nominate for Youth Mayor or Deputy Youth Mayor.

# Officers’ Recommendation

**THAT the Youth Council:**

1. **Resolve to accept the proposed amendment to Section 4(d), 4(e), 7(b) and 7(e) at Attachment 1.**
2. **Note the amended Youth Council Terms of Reference come into effect from 2 September 2024 and will be circulated to relevant officers, Council staff and Youth Council members.**

# Background / Key Information

The current Youth Council Terms of Reference defines that a member of the Youth Council cannot re-apply for membership following the completion of a term of membership (24 months). This has been identified as a disadvantage for Youth Councillors who are aged under 16 years old during their term of membership as they do not have the opportunity to nominate for Youth Mayor or Deputy Youth Mayor.

The proposed amendments to the Terms of Reference addresses this disadvantage by removing the requirement that a Youth Council can only complete one term of membership. The proposed amendments allow for a Youth Councillor aged 16 years and under during the duration of their term of membership to re-apply following a break period of a minimum one 24-month term. This amendment provides opportunity for a Youth Councillor to nominate for Youth Mayor or Deputy Youth Mayor in their second term of membership, should they be successful in their application for a second term.

# Implementation Strategy

Communication

This report includes an attached proposed amended Youth Council Terms of Reference.

Critical Dates

As outlined in Section 14 of the Youth Council Terms of Reference, the Terms of Reference may be reviewed after 12 months in consultation with Youth Council membership. Council will work with Youth Council through a codesign process to explore opportunities to evolve the Terms of Reference.

# Declaration of Conflict of Interest

Under Section 130 of the *Local Government Act 2020* officers providing advice to Council are required to disclose any conflict of interest they have in a matter and explain the nature of the conflict.

The Responsible Officer reviewing this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

# Attachments

1. Youth Council Terms of Reference July 2024 [**4.2.1** - 12 pages]

4.3 Youth Council Submission - Draft Mill Park Place Framework

**4.3 Youth Council Submission - Draft Mill Park Place Framework**

**Director/Executive Manager:** Director Infrastructure & Environment

**Report Author:** Senior Urban Designer

**Key Highlights**

The purpose of this report is to note the Youth Council submission provided to the Urban Design Team in relation to the Draft Mill Park Place Framework.

# Officers’ Recommendation

**THAT the Youth Council note the feedback provided by all Youth Councillors in collaboration following the August Youth Council Meeting at Attachment 1.**

**Attachments**

1. Youth Council Feedback Submission Draft Mill Park Place Framework [**4.3.1** - 2 pages]

**5 Notices of Motion**

No Notices of Motion

**6 General / Urgent Business**

No Urgent Business

**7 Closure**