



Agenda

Youth Council Meeting

Monday 3 February 2025 at 6pm

You are advised that a Youth Council Meeting will be held on Monday 3 February 2025 at 6pm.

This meeting will be held in the Council Chambers 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 Compliance & Governance

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**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:**

**Scheduled Meeting of Youth Council held on 2 December 2024**

**4 Officers' Reports**

4.1 MPHWP & DAP - Health Priorities

**4.1 Municipal Public Health and Wellbeing Plan & Disability Action Plan** **- Health Priorities**

**Director/Executive Manager:** Director Community Wellbeing

**Report Author:** Unit Manager Healthy & Inclusive Communities

**In Attendance:** Manager Community Strengthening   
Unit Manager Healthy & Inclusive Communities

# Executive Summary

This report presents an overview of the Municipal Public Health and Wellbeing Plan (MPHWP) and the Disability Action Plan (DAP) – including how we are ensuring there is a Youth lens in our plan development. Our health profile, that will provide localised data, is near completion and will inform the writing of these documents.

Community consultation has commenced, and our focus groups are being designed. At the time of writing, we did not have data for early indicators of our community’s health priorities. We will have compiled data ready for the presentation to Youth Council.

# Officers’ Recommendation

**THAT the Youth Council:**

**1. In collaboration with all Youth Councillors provide feedback to the Councillor Support Officer.**

**2. Note the feedback will be tabled at the next Youth Council meeting for noting.**

# Background / Key Information

Under the *Local Government Act 2020,* Council must prepare and adopt a Council Plan (**CP**) by 31 October 2025.

The Council Plan must include:

* **Strategic Direction**: A clear outline of where the Council is headed;
* **Strategic Objectives**: Goals that guide us towards our vision and align with the 2025-29 Council Plan;
* **Strategies**: Detailed approaches for achieving these objectives over the next four financial years, along with annual action plans;
* **Strategic Indicators**: Tools for measuring progress towards these objectives;
* **Council Initiatives and Priorities**: A summary of key projects and priorities related to services, infrastructure, and community amenities.

The Council Plan serves as a roadmap to ensure Council meets the needs of our community and work towards a shared vision for the future. Before the plan is adopted, Council must invite community feedback. Members of the public can submit their written comments within 28 days of the notice and can request to speak in support of their submissions, if they wish.

Council has the flexibility to review and update the Council Plan at any time, following the same public consultation process used for the original plan. At least once a year, Council evaluates whether the CP needs any adjustments for the remaining years. Any proposed changes will need to go through a public consultation process.

Council currently includes the Municipal Public Health and Wellbeing Plan (**MPHWP**) and the Disability Action Plan (**DAP**) within the Council Plan.

The *Public Health and Wellbeing Act 2008* emphasises the important role of Council in enhancing the health and wellbeing of their communities. According to s 26 of the Act, Council is required to prepare a Municipal Public Health and Wellbeing Plan (**MPHWP**) every four years, which must be completed within 12 months after the general election. MPWHP priority areas are drawn from local data and community insights.

Section 27 of the Act allows for the MPHWP to be included within the Council Plan, provided an exemption is granted by the Secretary of the Department of Health. Currently, the City of Whittlesea’s Community Plan 2021-25 incorporates the MPHWP along with the Disability Action Plan (discussed below).

Council has chosen to continue to include these plans within the Council Plan, officers are preparing an exemption, and will submit it on behalf of Council, to the Secretary, Department of Health by June 2025.

The *Disability Act 2006* (**DAP**) requires public authorities, state government departments and local governments to prepare DAP’s.

Council is required to prepare a DAP every four years. The DAP is informed by legislated requirements outlined in the Act, as well as community consultation coordinated by council to inform our actions. Our current DAP is included in the Council Plan.

These plans need to describe how Council will address access and inclusion barriers for people with disabilities, as both service users and employees. DAP’s should align to the outcomes framework of the State Disability Plan so it is clear how they contribute to achieving state-wide outcomes.

To effectively support the implementation of the State Disability Plan, Council is committed to reducing, removing, and preventing barriers for people with disabilities by:

* Ensuring access to goods, services, and facilities for individuals with disabilities;
* Supporting people with disabilities in obtaining and maintaining employment;
* Promoting community inclusion and participation for individuals with disabilities;
* Fostering meaningful changes in attitudes and practices that discriminate against people with disabilities;
* Coordinating universal services and supports with those provided under the National Disability Insurance Scheme (NDIS);
* Including strategies and measures to promote disability inclusion and specific actions to advance disability inclusion.

After preparing or updating the DAP, Council must submit a copy to the Commissioner for Disability and Inclusion as soon as reasonably possible. Council are also required to include a Disability Action Plan Progress Report in Council’s Annual Report.

# Implementation Strategy

Communication

Community consultation has commenced, with engagement occurring at the Community Carols, TRAC, Mill Park Library and Whittlesea Public Skate Park Official Opening to ensure a youth lens is captured.

Council is keen to ensure the MPHWP and DAP aligns with the priorities of our external partner organisations. From a youth lens Youth Projects and Hume Whittlesea Local Learning and Employment (LLEN) have been invited to our focus groups to contribute in the development of the plans.

Critical Dates

* Health Profile due for completion on 8 February 2025
* External stakeholder focus groups on 3and 7March 2025
* Exemption submitted by 15May 2025
* Draft Council Plan to Council on 25May 2025

# 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. ELT presentation MPHWP and DAP 2024 [**4.1.1** - 8 pages]

4.2 Youth Council's Involvement at CoW's 2025 Community Festival - Youth Precinct

**4.2 Youth Council's Involvement at CoW's 2025 Community Festival - Youth Precinct**

**Director/Executive Manager:** Director Community Wellbeing

**Report Author:** Youth Development Officer

**In Attendance:** Youth Development Officer

# Executive Summary

The 2025 City of Whittlesea Community Festival is an upcoming large-scale event designed to bring together local community through music, activities, and partnerships.

A highlight of the festival is the Youth Precinct which showcases tailored activities, young performers, and stakeholders to engage young people, as well as provide an opportunity for City of Whittlesea Youth Services to connect with a wider audience.

# Officers’ Recommendation

**THAT the Youth Council:**

**1.** **Attend City of Whittlesea’s 2025 Community Festival Youth Precinct on 16 March 2025 from 11am to 5pm.**

**2.** **In the lead up to the Community Festival 2025, act as Community Festival – Youth Precinct ambassadors to encourage local youth participation and raise awareness of the festival through schools, social media, and peer networks.**

**3.** **On the day of the Community Festival 2025, engage with young people and the wider community by conducting surveys, collecting feedback, and promoting Youth Council initiatives. This will also include working alongside the core FReeZA committee who will be conducting similar engagements for events.**

**4. Following the Community Festival 2025, provide feedback on festival programming to ensure that future events are inclusive and youth-focused, as well as planning for further Youth Council involvement at other major City of Whittlesea and FReeZA events.**

# Background / Key Information

Following the success of the Youth Precinct at Community Festival in 2023 and 2024, City of Whittlesea Youth Services are delivering the next Youth Precinct at the 2025 Community Festival which promises to be an exciting opportunity to display the vibrant talents of young people and foster stronger community connections with our residents.

In addition to the 7 performers taking to our FReeZA stage, we also have our headline act, Mitch Tambo. The Youth Precinct will offer a variety of engaging activities, including bungee trampolines, free haircuts, and barber for our community, as well as other fun and engaging activities.

The Youth Precinct will see continued partnerships with key organisations and stakeholders including Headspace, Scouts/Girl Guides, plus much more contributing to a rich program of services, activities, and performances.

Additionally, the FReeZA Committee, who oversee our local youth events, will also play a pivotal role in the delivery of the Youth Precinct. Further, a core group of the FReeZA Committee will also liaise with community members of all ages to understand what events residents would like to see.

# Implementation Strategy

Communication

It is requested that in addition to Youth Council providing their decision to attend, that:

If Youth Council votes NO to attending in-person, they provide material that can be printed and provided as part of City of Whittlesea Youth Services Youth Marquee on the date of Community Festival 2025.

If Youth Council votes YES to attending in-person, in addition to providing printed collateral, that they also communicate how they would like to engage with Community Members, and material needed on the date of Community Festival 2025.

Critical Dates

* Week of 3 February 2025 - Decision of Youth Council to be given to Youth Officer.
* Week of 24February 2025 – Youth Council to confirm individual attendance.
* Week of 10 March 2025 – Youth Officer to communicate Community Festival pack.
* 16March 2025 – Date of City of Whittlesea’s 2025 Community Festival.

# 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. CONFIDENTIAL REDACTED - [Community Festival Briefing](https://www.canva.com/design/DAGVwUTvUaI/vq-sNgfL0esu9jRu9a7lsg/edit?utm_content=DAGVwUTvUaI&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton) [**4.2.1** - ]

4.3 Amendments to the Youth Council Terms of Reference

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

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

**Report Author:** Councillor Support Officer

**In Attendance:** Councillor Support Officer

# 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 the Terms of Reference at Attachment 1.**
2. **Note the amended Youth Council Terms of Reference will come into effect immediately 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 November 2024 [**4.3.1** - 12 pages]

**5 Notices of Motion**

No Notices of Motion

**6 General / Urgent Business**

**7 Closure**