



Notice of Meeting

YOUTH COUNCIL COMMITTEE

Thursday, 13 February 2025 at 4:30 PM
Tumbarumba Council Chambers cnr Bridge & Winton Street
Tumbarumba / Via Video Link

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1. COMMENCING AT:

2. PRESENT:

3. ACKNOWLEDGEMENT TO COUNTRY

Snowy Valleys Council proudly acknowledges the traditional owners and custodians of this land and water and pay respects to their Elders past and present.

4. APOLOGIES:

5. DECLARATION OF PECUNIARY INTEREST:

Pursuant to Section 4 of the Code of Conduct, Members are required to declare any direct or indirect pecuniary interest in any matters being considered by the Committee.

6. MINUTES OF PREVIOUS MEETING:

6.1. MINUTES - YOUTH COUNCIL COMMITTEE - 28 NOVEMBER 2024**RECOMMENDATION:****THAT:**

1. The Minutes of the Youth Council Committee meeting held on 28 November 2024 be received.

ATTACHMENTS:

1. Attachment - Minutes of the Youth Council Committee meeting held on 28 November 2024.

Attachment 1 - 20241128-Minutes-Youth Council Committee



Notice of Meeting

YOUTH COUNCIL COMMITTEE

Thursday, 28 November 2024 at 4:30 PM
Tumut Council Chambers / Via Video Link

MINUTES

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1. COMMENCING AT:

4:38pm

2. PRESENT:

Amy Murphy, Aiyana Ironside, Brook Penfold, Cr Andrew Wortes, Kylie Franco and Anna Penfold.
Online: Harry Foster and Rebecca Foster.

3. ACKNOWLEDGEMENT TO COUNTRY

An acknowledgement of the traditional custodians of the land was delivered by Aiyana Ironside (chair).

4. APOLOGIES:

Atticus Blenkins, Cameron Foley and Jack Moxey.

5. DECLARATION OF PECUNIARY INTEREST:

Nil

6. MINUTES OF PREVIOUS MEETING:

6.1. MINUTES - YOUTH COUNCIL COMMITTEE - 13 JUNE 2024**YCC. 10/24 RESOLVED:**

THAT THE COMMITTEE:

1. The Minutes of the Youth Council Committee meeting held on 13 June 2024 be received.

Aiyana Ironside/Amy Murphy

CARRIED UNANIMOUSLY

6.2. NOTES - YOUTH COUNCIL COMMITTEE - 8 AUGUST 2024**YCC. 11/24 RESOLVED:**

THAT THE COMMITTEE:

1. The Notes of the Youth Council Committee meeting held on 8 August 2024 be received.

Amy Murphy/Aiyana Ironside

CARRIED UNANIMOUSLY

7. BUSINESS ARISING:

Nil

8. AGENDA ITEMS:

8.1. MATTERS - YOUTH COUNCIL COMMITTEE - 28 NOVEMBER 2024

YCC. 12/24 RESOLVED:

THAT THE COMMITTEE:

1. Receive the report Youth Council Committee Matters - 28 November 2024
2. Review and discuss the report - Youth Council Committee Matters - 28 November 2024

Amy Murphy/Aiyana Ironside

CARRIED UNANIMOUSLY

8.1.1. Introduction Of New Council Staff and Councillor Delegates:

- Andrew Wortes – Councillor delegate.
- Grant Hardwick – Alternate Councillor delegate.
- Kylie Franco – Council staff delegate, Events and Grants Officer.
- Donna Wilson – Alternate Council staff delegate, Coordinator Communications, Activation and Strategy.

8.1.2. Committee Membership.

YCC. 13/24 RESOLVED:

THAT THE COMMITTEE:

1. **Accept application for membership from Harrison Foster (Harry).**
2. **Terminate membership of Jack Moxey, as per the Council Committees Operation Manual - Member is absent without notification from 3 consecutive meetings of the committee.**

Aiyana Ironside/Anna Penfold

CARRIED UNANIMOUSLY

8.1.3. Discuss Meeting Dates, Locations and Times for 2025.

YCC. 14/24 RESOLVED:

THAT THE COMMITTEE:

1. Continue with face-to-face meetings with an option to join online.
2. Confirm the below dates and locations for 2025 Youth Council Committee meetings, each meeting commencing at 4:30pm:
 - 13/02/2025 - Tumbarumba
 - 10/04/2025 - Tumut
 - 12/06/2025 - Tumbarumba
 - 14/08/2025 - Tumut
 - 09/10/2025 - Tumbarumba
 - 04/12/2025 - Tumut

TBC exact location within Tumbarumba and Tumut depending on meeting room availability, but the meetings will be held within Council buildings.

3. Arrange alternate bimonthly social gatherings.

Each gathering will be arranged by one or more committee members. First gathering to be arranged by Kylie Franco in either December 2024 or January 2025.

Amy Murphy/Aiyana Ironside

CARRIED UNANIMOUSLY

8.1.4. Group Communication.

Discussed:

Options, additional to email for committee members to connect and discuss items informally outside of Youth Council meetings to ensure items are moving.

Trying WhatsApp - Kylie to arrange.

8.1.5. Induction as a Volunteer of a Committee.

Discussed:

Committee members to complete Council volunteer induction. Kylie to send link.

8.1.6. Summer School Holiday Activities.

Pool Parties:

- Participants pay for BBQ, completed by community group.
- Participants pay for gate fee.
- Council pay for inflatable cost/additional staffing cost.
- Pool Party dates and locations:
 - 4th January 2025 - Tumut/Khancoban
 - 18th January 2025- Adelong/Tumba
 - 1st February 2025 - Batlow

Depending on resources and funds available.

8.1.7. Youth Council Committee T'Shirt's

Discussed:

- Option A - navy shirts, pink outline, Biz Cool or similar breathable shirts. Small logo front left chest, big logo on back middle of shirt.
- Option B - navy shirts, orange outline, Biz Cool or similar breathable shirts. Small logo front left chest, big logo on back middle of shirt.
- Option C - navy shirts, Biz Cool or similar breathable shirts. Small logo front left chest, big logo on back middle of shirt.

Kylie to confirm shirt options available.

Amy to confirm font options.

Kylie to provide additional options to existing logo designs shown with fonts confirmed by Amy.

To discuss in WhatsApp group chat and social gathering. Formal approval with sample, if possible, to happen in February committee meeting.

9. GENERAL BUSINESS:**9.1. Items to consider for next year.**

Discussed:

- Job interviews, resume writing, drama workshops - prepare for out of school working life.
- Youth Crime - looking into ways to combat.
- Upcoming Youth activities/School Holiday Activities - Skateboarding lessons, music lessons, boxing, gym, Zumba, Pilates.
- Lights in Tumut skatepark/outdoor basketball area.
- Nothing to do for youth after 5pm in Winter - look into options.
- Youth Centres - look into options and potentially helping to support opening these for the community.
- Youth Activity Booklet - a yearly booklet highlighting all youth activities, events and sporting and other clubs and groups throughout Snowy Valleys local government area (LGA), with contact details.
 - Distribute to all schools, Libraries, Visitor Information Centres, caravan parks and other areas throughout the LGA

9.2. Youth Budget

Discussed:

Kylie highlighted Youth Development budget can be utilised for items the Youth Council wish to complete, such as T-shirts, small events and other items. However look into alternative options, such as fundraising opportunities, sponsorship and grant funding opportunities.

9.3. Youth Week

Discussed:

Options for this, self defence workshops, classes through local gyms such as Pilates, boxing, Zumba. Further discussion to be had online in group WhatsApp and social gathering.

10. NEXT MEETING

Thursday 13th February 4:30pm Start

Tumbarumba Council or online via Teams link.

Meeting close 7:14pm.

7. BUSINESS ARISING:

8. AGENDA ITEMS:**8.1. MATTERS - YOUTH COUNCIL COMMITTEE - 13 FEBRUARY 2025****REPORT AUTHOR: EVENTS AND GRANTS OFFICER****RESPONSIBLE DIRECTOR: DIRECTOR COMMUNITY & CORPORATE****EXECUTIVE SUMMARY:**

The Youth Council Committee is an Advisory Committee to Council to provide appropriate advice and recommendations on matters relevant to Youth in the Snowy Valleys Local Government Area and to provide a forum for discussion of Youth issues. The Youth Council Committee will report to Council following Committee meetings.

RECOMMENDATION:**THAT THE COMMITTEE:**

1. Receive the report Youth Council Committee Matters - 13 February 2025
2. Review and discuss the report - Youth Council Committee Matters - 13 February 2025

REPORT:**4.1 Youth Council Committee T-shirts.**

- Review and discuss sample shirts with printed logos.

RECOMMENDATION:**THAT COUNCIL:**

1. Acknowledge the printing of new shirts for Youth Council Committee members.

4.2 Terms of Reference

- Review Terms of Reference and confirm any updates or changes.

RECOMMENDATION:**THAT COUNCIL:**

1. Review and discuss updated Youth Council Committee Terms of Reference.

GENERAL BUSINESS**1. School Holidays**

1.1 Suggestions and recommendations from Youth Council Committee for upcoming School Holiday programs.

1.2 Summer School Holiday program and pool parties, review and discuss changes made due to various reasons.

2. Youth Week

1.1 Discuss Youth Week items arranged and funding application.

1.2 Discuss how the Youth Council can get involved.

3. Bimonthly Social Gatherings

- 1.1 Apologises from Kylie Franco for not arranging first social gathering.
- 1.2 Discuss who will take the lead on arranging the next social gathering.

ATTACHMENTS:

- 1. Terms of Reference - Existing

Attachment 1 - Youth Council Committee Terms of Reference - SVC-TofR-008-03

YOUTH COUNCIL Committee Terms of Reference

ToR No: SVC-TofR-008-03

In addition to the Terms of Reference, the committee must abide by the Council Committees Policy and Council Committees Operation Manual.

1. NAME

The name of the Committee is the Youth Council Committee. The Youth Council Committee is an Advisory committee to Snowy Valleys Council.

2. STATUS

The Youth Council Committee does not have executive power or authority to direct staff, nor does it enjoy the delegation of any powers, functions, or duties of Council.

3. DELEGATION

All decisions of the Committee will constitute recommendations to the Council and other major stakeholders where relevant.

2. PURPOSE

The purpose of the committee is to:

- Provide appropriate advice and recommendations on matters pertaining to the Youth of the Snowy Valleys Council Local Government Area (LGA);
- Provide a forum for discussion of Youth issues;
- Assist young people in developing skills in various areas including leadership, communication, advocacy, governance and administration;
- Partner with organisations and community members to assist in the delivery of Youth programs and initiatives;

3. OBJECTIVES OF THE COMMITTEE

The Youth Council Committee is an advisory Committee of Council responsive to community needs. The effectiveness of the committee depends on community support.

The focus of the Committee shall be on long-term strategic planning, with the outcome being recommendations for inclusion in Council's Delivery Program, Community Engagement and Resourcing Strategies. Discussions should consider funding priorities, service levels and planning for a sustainable future.

Furthermore, the Youth Council Committee shall provide comment on matters regarding Youth, as presented in Youth Council Committee reports.

4. MANAGEMENT AND OPERATION OF THE COMMITTEE**a) MEETINGS**

Meetings will be held bimonthly at locations within the Local Government Area of Snowy Valleys Council. To ensure ongoing accountability and accessibility meetings can be in person or via video link.

b) MEMBERSHIP

Membership should consist of not less than three and not more than twelve voting members, inclusive of a Councillor representative. Membership should be aged between 12 and 25 and representative of all communities within the Local Government Area.

c) CHAIRPERSON

The Chairperson shall be elected by the committee by a simple majority vote taken from members present at the first meeting of each calendar year and shall serve a term of one year. In the absence of the Chairperson, the Committee shall elect a Deputy Chairperson for that meeting.

d) SECRETARIAT

A staff member from Snowy Valleys Council shall perform the Secretariat duties for the Committee.

e) PECUNIARY INTERESTS AND CONFLICTS OF INTEREST

Members of the Committee must, having reviewed the agenda for a meeting, or when becoming aware of a potential conflict of interest or pecuniary interest in any matters being discussed by the Committee, immediately advise the Chairperson.

The Committee member must refrain from participating in the discussion and if deemed appropriate by the voting members present, leave the meeting whilst the matter is discussed and not participate in any decision making related to the issue. The interest will be recorded in the minutes.

f) QUORUM

A quorum of the Committee will be half-plus-one (more than 50%) of appointed voting members present. If a quorum is not present within half an hour after the appointed starting time, the meeting will be adjourned and rescheduled to a later date.

The voting members present can determine whether they would like to continue with the meeting as an Inquorate Discussion. In this case, recommendations for decisions cannot be made, but can be carried forward to subsequent meetings where a quorum is present.

g) ATTENDANCE OF NON-MEMBERS

All residents and rate payers of the Local Government Area can attend meetings of the committee.

h) MEDIA COMMENT AND CONFIDENTIALITY

The Committee must not make comments to the media on any other matter without approval, which is obtained through the nominated staff delegate.

Members of the Committee should appreciate that the Committee may, from time to time, deal with sensitive matters of a confidential nature. The confidentiality of such information should be respected by all members.

i) GENERAL OPERATIONS

Appointment, selection, membership and term will be in accordance with the Snowy Valleys Council Committee's Operation Manual and Policy. In addition, all members must abide by Council's Code of Conduct.

j) WORKING GROUPS

The committee is able to form Working Groups, as required, for specific purposes relating to the activity associated with the committee.

5. AMENDING THE TERMS OF REFERENCE

Recommendations for amendments to the Terms of Reference can be made at any time provided that suggested changes are noted on the agenda, a quorum is present at the meeting and the majority of voting members present support the recommendation.

Any amendments to the Terms of Reference must be adopted by a resolution at a formal meeting of the Snowy Valleys Council.

6. ASSOCIATED DOCUMENTS

- Council Committees Policy - SVC-GOV-PO-110
- Council Committees Operation Manual - SVC-GOV-GdI-028
- Code Of Conduct - SVC-RP-STY-001
- Delivery Program/Operational Plan – SVC-RP-STY-006
- Resourcing Strategy

7. HISTORY TABLE

Version No	Approval Date	Resolution Number	Date to be Reviewed
1.0	26 April 2018	M103/18	
2.0	21 February 2019	M33/19	
3.0	16 May 2024	M103/24	June 2025

9. GENERAL BUSINESS:

10. NEXT MEETING