



**City of
Kalgoorlie
Boulder**

MINUTES

(Unconfirmed)

of the

Kalgoorlie-Boulder Youth Council Meeting

held at 5:00 PM

on

16 MAY 2023

at the

Kalgoorlie Town Hall

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 4:58 pm welcoming those present. Deputy Youth Mayor Braydon Donnell gave an acknowledgment of country.

2 RECORD OF ATTENDANCE

2.1 Attendance

In Attendance:

Deputy Youth Mayor Braydon Donnell
Youth Councillor Roza Nicholas
Youth Councillor Erin Winchester
Youth Councillor Emilee Stewart
Youth Councillor Elisyah Jackson
Youth Councillor Summer Nicholas
Youth Councillor Gabriella Mullins
Youth Councillor Ewan Ellers
Youth Councillor Zion Puyaoan

Mentors:

Youth Mentor Esther Roadnight OAM

Council Representatives:

Councillor Amy Astill

Members of Staff:

Sean Smith Senior Youth Officer
Madison Church Coordinator Community Development

Visitors:

Nil

2.2 Apologies

Apologies - Elected Members:

Youth Councillor Kyle Callaghan
Youth Councillor Cristabell Mbeyela

Apologies - Mentors:

Youth Mentor Cameron Mallory

Apologies - Council Representatives:

Councillor Terrence Winner

Apologies - Members of Staff:

Shani Szabo Youth Officer

Leave of Absence:

Nil

3 DECLARATIONS OF MEMBERS' AND OFFICERS' INTEREST

3.1 Interest Affecting Impartiality City of Kalgoorlie-Boulder Code of Conduct

Nil

3.2 Financial Interest Local Government Act Section 5.60A

Nil

3.3 Proximity Interest Local Government Act Section 5.60B

Nil

4 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5 CONFIRMATION OF MINUTES

Committee Recommendation

Moved By: Youth Councillor Gabriella Mullin

Seconded By: Youth Councillor Erin Winchester

That the minutes of the Youth Council Meeting held on 4 April 2023 be confirmed as a true record of that meeting.

**CARRIED
(9 / 0)**

6 REPORTS OF OFFICERS

6.1 Chief Executive Officer

6.1.1 Kalgoorlie- Boulder Youth Council Terms of Reference

| | |
|-----------------------------------|------------------------------------------------------|
| Responsible Officer: | Mia Hicks Director of Community Development |
| Responsible Business Unit: | Community Development |
| Disclosure of Interest: | Nil |
| Voting Requirements: | Absolute Majority |
| Attachments: | 1. KBYC Terms of Reference 2023 [6.1.1.1 - 10 pages] |

OFFICER/ COMMITTEE RECOMMENDATION

Moved By: Youth Councillor Erin Winchester

Seconded By: Youth Councillor Gabriella Mullin

That the Committee recommend that Council;

1. Endorse the Kalgoorlie-Boulder Youth Council's Terms of Reference 2023; and
2. Endorse the appointed Deputy Youth Mayor as Acting Youth Mayor until the 2023 October Local Government Elections.

CARRIED
(9 / 0)

Executive Summary

In September 2023, Council endorsed the Council Committee and Working Group Handbook which included the Kalgoorlie-Boulder Youth Council's (KBYC) Terms of Reference.

The KBYC has requested that their Terms of Reference are reviewed which is presented for Council's endorsement.

Amendments include the following:

- changes to the membership term;
- changes to total number of KBYC members;
- termination of memberships;
- process for nominating for KBYC membership; and
- the election process for the Youth Mayor and Deputy Youth Mayor.

The proposed changes are summarised in this report and detailed in the attached Kalgoorlie-Boulder Youth Council Terms of Reference.

Community Engagement Consultation

Consultation with the Kalgoorlie-Boulder Youth Council on their Terms of Reference was conducted through three (3) workshops to provide them with several opportunities to provide input and amendments to the Terms of Reference.

Community Strategic Plan Links

This report links to the Strategic Community Plan through the following Guiding Theme/s:

SAFE: We support families and youth.

EMPOWERED: We provide opportunities for genuine engagement with the community to inform the Council's decision-making.

CAPABLE: We will have the resources to contribute to our community and economy.

Budget Implications

There are no financial implications resulting from the recommendations of this report.

Report

The City of Kalgoorlie-Boulder, in consultation with the Kalgoorlie-Boulder Youth Council (KBYC), have reviewed the KBYC Terms of Reference. The last review of the Terms of Reference took place in 2019 and the KBYC requested a review to better reflect their operations and ensure clearer guidelines on membership terms, terminations and elections.

Since 2021, the KBYC has seen a significant growth in membership and committee functions. As an example, in 2021, there were two (2) members of the KBYC which has now grown to eleven (11) active members. Detailed in this report are requested changes in the KBYC's Terms of Reference.

Terms of Reference

Changes to the Membership Term

It is recommended that the Terms of Reference are changed to align the KBYC appointments with the local government election cycle whereby KBYC memberships would be dissolved, and all positions can be reapplied for.

This amendment will provide more opportunities for new members to join the KBYC and facilitate a term to be set for two years providing continuity to the KBYC. It will also reduce the number of times the KBYC needs to endorse new members which are brought to Council for their endorsement throughout the year. Targeted recruitment and advertising will also be more effective under this amendment.

Membership Total

The current Terms of Reference defines the KBYC membership total as twenty (20) members which is recommended to be reduced to a maximum of fifteen (15) members.

Termination of Membership

The KBYC has recommended changes to the requirements in termination of membership.

It is recommended that members who do not attend three (3) consecutive meetings (scheduled Formal and Casual) or do not attend 75% of meetings in a 12-month period without an apology will have their membership reviewed.

Process for Nominating for KBYC membership

Prospective members will follow a process of submitting a nomination to the City of Kalgoorlie-Boulder, once their nomination has been received, City officers will review and invite eligible nominees to attend a meeting with City officers and the Youth Mayor (or suitable KBYC representative) to discuss the position further.

Nominees will then be encouraged to attend a minimum of two (2) casual meetings before their nomination is recommended to KBYC and Council for appointment. This process allows young people nominating to gain a greater understanding of the committee and functions before committing to a two-year term. This also allows KBYC members to meet the nominees and get to know them.

Election of Youth Mayor and Deputy Youth Mayor

It is recommended that, at the first formal meeting of the KBYC in February annually, the KBYC will hold an election for the roles of Youth Mayor and Deputy Youth Mayor for one (1) year term. The KBYC's meeting schedule has their first formal meeting to be held in February each year, this has been determined as the first opportunity and appropriate time to hold elections for the office of Youth Mayor and Deputy Youth Mayor.

Acting Youth Mayor and Deputy Youth Mayor

At the 27 March 2023 OCM, Council appointed the Deputy Youth Mayor, Braydon Donnell as Acting Youth Mayor until an election is called.

It is recommended that the Acting Youth Mayor Braydon Donnell continues in this role until the new Youth Mayor and Deputy Youth Mayor is appointed at the February 2023 KBYC Youth Mayor and Deputy Youth Mayor elections.

Statutory Implications

There are no statutory implications resulting from the recommendations of this report.

Policy Implications

This report has implications on the City's Council Committee and Working Group Handbook adopted on 27 September 2022. The Kalgoorlie-Boulder Youth Council Terms of Reference would be required to be updated in this policy document.

7 DATE OF NEXT MEETING

The next Kalgoorlie-Boulder Youth Council Committee Meeting will be held on Tuesday 29 August 2023 at 5:00pm.

8 CLOSURE

There being no further business, the Chairperson thanked those present for their attendance and declared the meeting closed at 5:03 pm.