



# City of Whitehorse

## AGENDA

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### Special Committee of Council Meeting

To be held in the  
Council Chamber  
Whitehorse Civic Centre

379 Whitehorse Road Nunawading

on

**Monday 8 April 2019**

at 7:00pm

**Members:** Cr Bill Bennett (Mayor), Cr Blair Barker, Cr Raylene Carr,  
Cr Prue Cutts, Cr Andrew Davenport, Cr Sharon Ellis, Cr Tina Liu,  
Cr Denise Massoud, Cr Andrew Munroe, Cr Ben Stennett

**Ms Noelene Duff**  
Chief Executive Officer

#### Recording of Meeting and Disclaimer

*Please note every Special Committee of Council Meeting (other than items deemed confidential under section 89(2) of the Local Government Act 1989) is being recorded and streamed live on Whitehorse City Council's website in accordance with Council's Live Streaming and Recording of Meetings Policy. A copy of the policy can also be viewed on Council's website.*

*The recording will be archived and made publicly available on Council's website within 48 hours after the meeting on [www.whitehorse.vic.gov.au](http://www.whitehorse.vic.gov.au) for a period of three years (or as otherwise agreed to by Council).*

*Live streaming allows everyone to watch and listen to the meeting in real time, giving you greater access to Council debate and decision making and encouraging openness and transparency.*

*All care is taken to maintain your privacy; however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is understood your consent is given if your image is inadvertently broadcast.*

*Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of Whitehorse City Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.*



## GUIDELINES SPECIAL COMMITTEE OF COUNCIL

### OBJECTIVE

To enhance the consultative process and facilitate public participation and involvement of the community in Council decision making in accordance with Council's Corporate Plan strategies – good governance.

### PURPOSE OF GUIDELINES

To facilitate public participation and involvement in meetings of the Special Committee. These Guidelines complement Council's Meeting Procedures and Common Seal Local Law 2013.

### PROVISION FOR PUBLIC PARTICIPATION

The public has two opportunities to participate in this meeting – either by a submission which may be heard at the start of the meeting, (i.e. **Public Submissions**, refer below) or if the item is on the agenda, immediately prior to consideration of the item, and by **Public Comment** later in the meeting. There is no public interjection during the meeting and speakers are heard in an orderly manner.

#### **Public Submissions:**

A submission may be made on any matter, providing it is not in contravention of Council's Meeting Procedures and Common Seal Local Law 2013.

A maximum of 10 speakers will be permitted to make a submission and they will be determined in order of registration.

No individual submission shall exceed three minutes.

Where submissions have been made, under the provisions of any statutory process, further submissions shall not be heard, unless the matter is listed as an item of business on the Special Committee of Council agenda.

#### **Procedures for Public Submissions:**

Persons wishing to make a submission to the Special Committee on matters other than land planning matters must directly notify the Committee Clerk, Civic Services Department by 4pm on the day of the meeting and register to speak, by telephoning 9262-6337. The person who registers to speak shall be the person who will make the submission to the Special Committee.

Persons wishing to make a submission to the Special Committee on any land use planning matter must directly notify the Committee Clerk, Civic Services Department, at least five working days prior to the day of the meeting and register to speak by telephoning 9262-6337. The person who registers to speak, shall be the person who will make the submission to the Special Committee.

At the time of registering to speak, that person must indicate whether he or she will be speaking in support of or opposition to any planning permit application or Planning Scheme Amendment (or proposed planning permit application or proposed Planning Scheme Amendment). The Special Committee must not listen to or read anything said by that person unless it is satisfied that, at least four working days before the day of the Special Committee Meeting, a member of Council staff has contacted the person(s) whose interests are inimical to the person who has registered to speak (eg has contacted the planning permit applicant if the person who has registered to speak has indicated that he or she will speak in opposition to the grant of a planning permit application) and invited the first-mentioned person (or a person authorised by him or her) to also register by 4pm on the day of the meeting to attend the Special Committee Meeting and speak.

Persons wishing to table written material must provide 15 copies to the Committee Clerk prior to the commencement of the meeting to enable distribution to Councillors prior to the start of the meeting. No material will be distributed during the meeting by any person, including Council staff.

Requests to speak will be registered strictly in the order of receipt. Speakers for topics not listed on the Special Committee Agenda for the meeting will be heard first, then speakers who wish to cover more than one topic (3 minutes in total, not 3 minutes per topic).

In instances where a number of persons wish to address the Special Committee on the same matter, the Chairperson at his or her discretion may request they nominate a speaker/speakers to represent them.

In accordance with Clause 48.5 of Council's Meeting Procedures and Common Seal Local Law 2013. It is not necessary for Standing Orders to be suspended to allow a person to address the Special Committee, subject to compliance with these Guidelines.

#### **Public Comment:**

After the "Other Business" Section of the meeting has concluded, the Mayor will invite members of the gallery to indicate by show of hands if they wish to make a comment. *Only matters pertaining to this evening's meeting are to be commented on, (i.e. a Council Officer report or presentation, and any "Other Business" matters) and a 3 minute period per speaker applies.* A maximum period of 15 minutes shall be provided for public comment. The Mayor will call individuals forward to be heard and they should begin by clearly stating their name. This is a period for comment, not questions or debate *and there is no opportunity for any further **Public Submissions***

#### **ADOPTION AND AMENDMENT OF THESE GUIDELINES**

These guidelines were adopted by resolution of Council dated 21 August 2017 and may be further amended by resolution of Council from time to time. The Chairperson at his or her discretion may vary procedures under these Guidelines, at any meeting of the Special Committee.

## **1 PRAYER**

### **1a Prayer for Council**

*We give thanks, O God, for the Men and Women of the past whose generous devotion to the common good has been the making of our City.*

*Grant that our own generation may build worthily on the foundations they have laid.*

*Direct our minds that all we plan and determine, is for the wellbeing of our City.*

***Amen.***

### **1b Aboriginal Reconciliation Statement**

*"In the spirit of reconciliation, Whitehorse City Council acknowledges the Wurundjeri people as the traditional custodians of the land we are meeting on. We pay our respects to their Elders past and present."*

## **2 WELCOME AND APOLOGIES**

Cr Ellis has sought a leave of absence for the Special Committee of Council Meeting held on the 13 May 2019.

### **RECOMMENDATION**

***That the apology from Cr Ellis be received and leave of absence be granted for the Special Committee of Council Meeting held on the 13 May 2019.***

## **3 DISCLOSURE OF CONFLICT OF INTERESTS**

## **4 CONFIRMATION OF MINUTES**

Minutes of the Special Committee of Council Meeting 12 March 2019.

### **RECOMMENDATION**

***That the minutes of the Special Committee of Council Meeting 12 March 2019 having been circulated now be confirmed.***

**6.1.1**  
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**5 PUBLIC SUBMISSIONS**

*Interested parties who wish to address the Special Committee of Council during the Public Submissions period of the Special Committee Meeting must register with the Civic Services Department by telephoning 9262 6337 by 4pm on the day of the meeting.*

*Persons speaking will be identified and recorded for Council Minutes and become part of a permanent record of the Council. Please indicate if you do not wish your name to be recorded.*

*Persons wishing to make a submission to the Special Committee on any land use planning matter must directly notify the Committee Clerk, Civic Services Department, at least five working days prior to the day of the meeting and register to speak by telephoning 9262-6337.*

**6 REPORTS FROM OFFICERS**

**6.1 Whitehorse Youth Representative Committee 2018 Annual Report.....5**

**Presenters:** Erin Page, Whitehorse Youth Representative Committee Member  
Alan Wang, Whitehorse Youth Representative Committee Member  
Alan Wu, Whitehorse Youth Representative Committee Member

**Observers:** Frank Perrone, Team leader Youth Services  
Jacqueline Piper, Youth Participation Worker

## **6.1.1 Whitehorse Youth Representative Committee 2018 Annual Report**

ATTACHMENT

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### **SUMMARY**

*The Whitehorse Youth Representative Committee plays an important role in representing the interests of young people in the municipality. This report provides a summary of the outcomes and achievements of the 2018 Whitehorse Youth Representative Committee.*

### **RECOMMENDATION**

***That Council acknowledge the work of the 2018 Whitehorse Youth Representative Committee and endorse the Committee's initial action plan for 2019.***

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### **BACKGROUND**

The Whitehorse Youth Representative Committee (WYRC) was established in 2002 to provide a formal link between young people and Whitehorse City Council. The key objectives of the Committee are to develop a positive profile of young people in the community, consult with the broader youth population, report to Council on the aspirations of young people and to assist in the creation of new opportunities for young people to be involved in their community.

There are a number of important benefits for young people to be involved in the WYRC. These include a greater understanding of local government, the development of leadership and project management skills and a greater connection with their local community.

WYRC representatives are selected through a nomination process that is promoted to schools, youth service providers, clubs and through local and social media. Due consideration is given to the selection process to ensure a diversity of gender, age, background and life experiences of young people. If deemed appropriate young people can remain on the Committee for a maximum 2 year period.

### **2018 COMMITTEE REPORT**

The 2018 WYRC consisted of 12 young people who delivered a diverse range of activities, events and projects. The Committee was coordinated by Council's Youth Participation Officer and supported by Council's School Focused Youth Services Officer.

The WYRC events and activities in 2018 included the following:

#### **Induction and training:**

- WYRC members were inducted into the committee and made aware of Whitehorse City Council and relevant policies / processes. WYRC members also had the opportunity to meet the Mayor and have tour of Council Chambers.
- Training with external facilitator, Dan Donahoo covering the areas of leadership skills, marketing, promotion, communication and community engagement strategies.
- Attendance at Council information session in regard to gender identity / issues.
- First Aid training to develop skills in the case of injuries, accident or an emergency
- Barista training: To assist with employment opportunities in the hospitality sector.

### 6.1.1

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#### **Events and activities:**

- Young Person of the Month Award nominations: The WYRC reviewed and endorsed the young people nominated for the award recognising and celebrating the efforts and achievements of young people in Whitehorse.
- Consultations: Met with Mayor Cr Andrew Davenport to present key issues impacting on young people, namely: body image, mental health, employment/ career, violence, healthy lifestyles and safety.

Consultation with Council's Metro Access Development officer in regards to the development of a 'Strength Based career Guide' for young people

- Whitehorse News Youth articles: WYRC members undertook the role of writing articles for Council's publication Whitehorse News which included stories on the following issues: drugs and alcohol, involvement in politics, mental health (depression) and body image.
- Youth Forum and Community Workshops: For the first time in 2018 the WYRC organised and facilitated a Youth Forum and separate Workshops in the community as a way to accommodate the needs of young people from broader age spectrum. The Municipal Youth Forum at the Box Hill Town Hall on Thursday 16<sup>th</sup> August was for secondary school aged young people covering the issues of mental health, healthy relationships, gender identity / issues, health and wellbeing. These issues are identified in Council's Youth Plan 2014 - 2018 as having an impact on the wellbeing of many young people in our community. The forum included a presentation on bullying by the Whitehorse Victoria Police Youth Resource Officer and workshops on healthy relationships, yoga and relaxation, and gender identity / issues. A number of youth service providers were present at the forum and provided young people with information and resources on youth services and supports.

As well as the Youth Forum, the WYRC also facilitated workshops focusing on the young people aged 18-25. The workshops were conducted at Box Hill TAFE and covered the following areas: life skills (cooking), mental health (yoga workshop), healthy relationships (Women's East workshop) and career / employment. The sessions were facilitated to accommodate the needs of young people who had transitioned from secondary school.

- Spring Festival: Planning and facilitation of 'youth area' at Whitehorse City Council's annual Spring Festival featuring a range of 'youth friendly' activities and incorporated the 'youth stage' that was facilitated by the FReeZA Youth Committee.
- Youth Conference: WYRC members attended the annual Halogen Foundation Youth Leadership Conference to develop a greater understanding of issues impacting on young people and to foster strong leadership values.
- Victorian Youth Week: The WYRC committee assisted in the facilitation of events as part of Victorian Youth Week at the Box Hill Skate Park and at the Box Hill Mall to make information and resources available to young people. A range of youth friendly activities were also staged at the events (skate lessons, live music).

For further information on the events, initiatives and activities undertaken by the WYRC please refer to the WYRC 2018 Annual Report (attached to this report).

### **6.1.1**

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#### **COMMITTEE PLANS FOR 2019**

Recruitment for the 2019 WYRC has been successful with 12 members appointed which includes a number of young people continuing from 2018. The newly recruited committee has participated in an induction program looking at the role of the committee within Council. At this stage, the activities the committee will consider undertaking / implementing in 2019 include:

- Advocate for the best interests of young people.
- Organise and implement the Whitehorse Municipal Youth Forum and/or community workshops on issues pertinent to young people as highlighted in the Municipal Youth Plan 2014 – 2018.
- To specifically address key issues pertaining to body image, mental health, employment/ career, violence, healthy lifestyles and safety. Work has commenced on these issues and forms the basis of the activities to be undertaken by 2019 WYRC Committee. The WYRC will report back to Council on how these issues were specifically addressed.
- To be involved in the consultation process in the development of the next iteration the Youth Plan.

The Youth Services Team is encouraged that the 2019 WYRC members, like their predecessors, will make an active and positive contribution to the community in Whitehorse. The members are appreciative that Council sponsors opportunities that advance their development as young leaders in the community.

Council's Youth Services Team, particularly the Youth Participation Officer will continue to support the 2019 WYRC and will work towards developing and implementing the Committee's plans and aspirations.

#### **CONSULTATION**

The Whitehorse Youth Representative Committee with the assistance the Youth Services team adopt consultative processes in the planning and facilitation of activities for young people and in the investigation of issues pertinent of the lives to young people in the community.

#### **FINANCIAL IMPLICATIONS**

The cost of the activities undertaken by the WYRC is incorporated within Council's Youth Services annual budget.

#### **POLICY IMPLICATIONS**

The role of the Whitehorse Youth Representative Committee is consistent with strategies contained in the Whitehorse Municipal Youth Plan 2014 - 2018. Such strategies focus on youth advocacy and leadership development. The WYRC works in collaboration with the Youth Services Team and Council as a whole to ensure the goals and actions of the Youth Plan are successfully implemented.

#### **ATTACHMENT**

- 1 Annual Report 2018 [↗](#)



**7 OTHER BUSINESS**

**8 PUBLIC COMMENT**

*Persons speaking will be identified and recorded for Council Minutes and become part of a permanent record of the Council. Please indicate if you do not wish your name to be recorded.*

**9 CONFIDENTIAL ITEMS**

**10 CLOSE MEETING**