



# **MINUTES**

**Youth Advisory Committee Meeting  
Thursday, 9 November 2023**

**MINUTES OF CITY OF DARWIN  
YOUTH ADVISORY COMMITTEE MEETING  
HELD AT CITY LIBRARY, CIVIC CENTRE, HARRY CHAN AVE, DARWIN  
ON THURSDAY, 9 NOVEMBER 2023 AT 5:30 PM**

**PRESENT:**

Councillor Jimmy Bouhoris  
Member Jemima Fernandes  
Member Jules Gabor  
Member Anais Henry-Martin  
Member Kane Shah  
Member Xavier Steele  
Member Adam Van Wessel  
Member Vivek Wilson

**OFFICERS:**

Teresa Helm (Youth Engagement Officer)

**APOLOGY:**

Member Lucy Tinapple

**GUESTS:**

Shubham Dhakal

**Order Of Business**

|           |   |          |
|-----------|---|----------|
| <b>1</b>  | <b>Meeting Declared Open .....</b>                        | <b>4</b> |
| <b>2</b>  | <b>Acknowledgement of Country .....</b>                   | <b>4</b> |
| <b>3</b>  | <b>Apologies &amp; Leave Of Absence .....</b>             | <b>4</b> |
| <b>4</b>  | <b>Electronic Attendance .....</b>                        | <b>4</b> |
| <b>5</b>  | <b>Declaration of Interest of Members and Staff .....</b> | <b>4</b> |
| <b>6</b>  | <b>Confirmation of Previous Minutes .....</b>             | <b>4</b> |
| <b>7</b>  | <b>Actions Arising from Previous Minutes .....</b>        | <b>5</b> |
| <b>8</b>  | <b>Presentations .....</b>                                | <b>5</b> |
| <b>9</b>  | <b>Officer Reports.....</b>                               | <b>5</b> |
| 9.1       | Co-Design Workshop Review.....                            | 5        |
| 9.2       | 2024 Frequency of Meetings and 2023 Committee Review..... | 5        |
| 9.3       | 2024 Planning .....                                       | 7        |
| <b>10</b> | <b>Member Reports .....</b>                               | <b>7</b> |
| <b>11</b> | <b>General Business.....</b>                              | <b>7</b> |
| 11.1      | Letter to Education Minister.....                         | 7        |
| 11.2      | Acknowledgment of Thanks .....                            | 7        |
| <b>12</b> | <b>Next Meeting .....</b>                                 | <b>8</b> |
| 12.1      | Closure of meeting .....                                  | 8        |

## 1 MEETING DECLARED OPEN

The Chair declared the meeting open at 5.37 pm.

*Member Jemima Fernandes was not present at the commencement of the meeting.*

## 2 ACKNOWLEDGEMENT OF COUNTRY

*City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.*

## 3 APOLOGIES & LEAVE OF ABSENCE

### 3.1 Apologies

Member Lucy Tinapple

### 3.2 Leave of Absence

Member Anais Henry-Martin will be away for December end of year party

### 3.3 Leave of Absence Notified

Nil

## 4 ELECTRONIC ATTENDANCE

Nil

## 5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

Nil

### 5.1 Declaration of Interest by Members

Nil

### 5.2 Declaration of Interest by Staff

Nil

## 6 CONFIRMATION OF PREVIOUS MINUTES

### COMMITTEE RESOLUTION YAC033/23

Moved: Member Anais Henry-Martin

Seconded: Member Kane Shah

That the minutes of the Youth Advisory Committee Meeting held on 12 October 2023 be confirmed.

**CARRIED 7/0**

**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

**8 PRESENTATIONS**

Nil

**9 OFFICER REPORTS****9.1 CO-DESIGN WORKSHOP REVIEW****COMMITTEE RESOLUTION YAC034/23**

Moved: Member Adam Van Wessel

Seconded: Member Xavier Steele

THAT the report entitled Co-Design Review be received and noted.

**CARRIED 7/0**

Members provided feedback on Co-Design workshop and outcomes, held October 14.

**9.2 2024 FREQUENCY OF MEETINGS AND 2023 COMMITTEE REVIEW****COMMITTEE RESOLUTION YAC035/23**

Moved: Member Jules Gabor

Seconded: Member Kane Shah

1. THAT the report entitled 2024 Frequency of Meetings and 2023 Committee Review be received and noted.
2. THAT the Youth Advisory Committee sets its meeting schedule for 2024 as follows:
  - a) Meetings to be held on Thursdays
  - b) Meetings to be held 5.30pm-7.00pm
  - c) Meetings to be held at Casuarina Library Guyugwa Room
  - d) Minimum of four and maximum of eight meetings to be:
    - i. 8 February 2024
    - ii. 14 March 2024
    - iii. 9 May 2024
    - iv. 13 June 2024
    - vi. 8 August 2024
    - vii. 12 September 2024
    - viii. 10 October 2024
    - ix. 14 November 2024
3. That the Youth Advisory Committee notes the 2023 Annual Review at **Attachment 1**.
4. That the Youth Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

**CARRIED 7/0**

## Attachment 1.

# Youth Advisory Committee

## 2023 Annual Review

| Committee Functions  | Result   |
|--|--|
| Functions of the Committee achieved  | Continued support to deliver on the 2022 – 2026 Youth Strategy.<br>3 x in-meeting consultations <ul style="list-style-type: none"> <li>Casuarina Library Youth Space consultation</li> <li>Nous Group for the Youth Hub</li> <li>Melaleuca for the Embrace project.</li> </ul> 2 x professional development opportunities <ul style="list-style-type: none"> <li>Communications workshop</li> <li>Finding your purpose workshop</li> </ul> Feedback sought through Engage Darwin on: <ul style="list-style-type: none"> <li>Creative Strategy</li> <li>Bundilla Master Plan</li> </ul> |
| Committee scheduled their frequency of meetings, times and locations the calendar year prior | At November 2022 meeting Members scheduled the following dates to be held at Casuarina Library Guyugwa Room. 5.30-7pm <ol style="list-style-type: none"> <li>9 February 2023</li> <li>9 March 2023</li> <li>11 May 2023</li> <li>13 July 2023</li> <li>10 August 2023</li> <li>14 September 2023</li> <li>12 October 2023</li> <li>9 November 2023</li> </ol> Members to schedule 2024 meeting dates at 9 November 2023 meeting.   |
| Membership Provisions of the Committee achieved  | 8 consistent memberships maintained throughout the year.   |
| Number of scheduled meetings for the calendar year achieved                                  | 8 meetings held through 2023. No meetings rescheduled.   |

| Committee Functions       | Result   |
|---------------------------|--|
| Achievements / Highlights | Successful development and delivery of annual co-design workshop.<br>Contributions explored for online tools have helped inform decision making for online directory |

Member *Jemima Fernandes* entered the meeting at 6.36pm

### 9.3 2024 PLANNING

**COMMITTEE RESOLUTION YAC036/23**

Moved: Member Jules Gabor

Seconded: Member Jemima Fernandes

THAT the report entitled 2024 Planning be received and noted.

**CARRIED 8/0**

Members Kane Shah, Xavier Steele, Adam Van Wessel provided notice of resignation for 2024 membership due to moving interstate for study or aging out of YAC age parameters.

Youth Engagement Officer to send letter of acknowledgement and thanks for contributions to YAC and the Darwin community.

### 10 MEMBER REPORTS

Nil

### 11 GENERAL BUSINESS

#### 11.1 LETTER TO EDUCATION MINISTER

**COMMITTEE RESOLUTION YAC037/23**

Moved: Councillor Jimmy Bouhoris

Seconded: Member Adam Van Wessel

Councillor Jimmy Bouhoris moved for Council to write to the Education Minister seeking support to distribute information to schools regarding Youth Advisory Committee recruitment.

**CARRIED 8/0**

#### 11.2 ACKNOWLEDGMENT OF THANKS

**COMMITTEE RESOLUTION YAC038/23**

Moved: Councillor Jimmy Bouhoris

Seconded: Member Adam Van Wessel

Councillor Jimmy Bouhoris moved to formally thank Teresa Helm for her work with YAC and City of Darwin's Youth Programs team before she takes 12 months parental leave.

**CARRIED 8/0**

Councillor Bohouris shared information about the following events:

International Mens Day is Sunday 19 November

International Mens Day Forum is being held at DoubleTree Hilton on Friday 17 November  
Tickets - \$220

A Very Darwin Christmas Pageant

Saturday 18 November from 5pm

Councillor Bohouris invited YAC members to join his float. YEO to share Councillor Bohouris' contact details with members to get in touch if they are interested.

Richardson Ward Christmas Party

8.30am – 1pm Saturday 25 November at BBC Cinemas Casuarina

There will be Christmas giveaways, Trolls and Hunger Games will be showing plus Rock Paper Scissors will return

Councillor Bohouris acknowledged the Youth Engagement Officer's upcoming parental leave and thanked them for their contribution in supporting YAC over the years.

## **12 NEXT MEETING**

End of Year Celebration

Thursday 14 December

6pm-8pm approx

Kingpin Darwin

### **NEXT FORMAL MEETING**

Thursday 8 February 2024

5.30-7pm

Guyugwa Room, Casuarina Library

### **12.1 CLOSURE OF MEETING**

#### **COMMITTEE RESOLUTION YAC039/23**

Moved: Member Jemima Fernandes

Seconded: Member Kane Shah

The Chair declared the meeting closed at 7.05pm

**CARRIED 8/0**