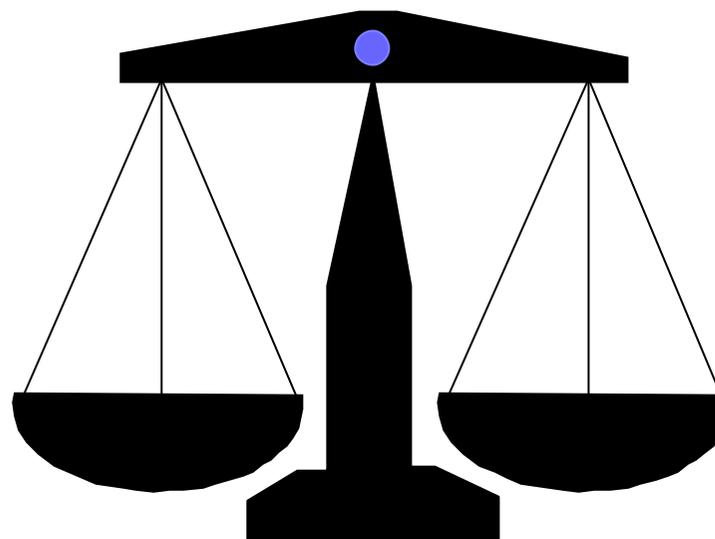


Youth Council Week

16 – 20 July, 2001



Draft

23/3/01

Project Brief

Youth Council Week

Project Aims

1. To give participants an intensive look at the process of decision-making at a local government level.
2. To develop an awareness in participants of the scope and size of the operations and services within the City.
3. To develop awareness in participants of the role that local government performs at community, regional, state and national levels.
4. To give elected members and staff an opportunity to actively consult with a representative body of young people from the community on a variety of issues.
5. To give young people in the community an opportunity to have influence on decisions within the City.
6. To give young people an opportunity to participate in an activity that portrays a positive image of young people to the community.

Action Plan – Issue Development

Month	Actions to be taken	Responsibility
February	<ul style="list-style-type: none"> ▪ Listed as Youth Advisory Council Agenda item ▪ Methods of determining issues discussed ▪ Project Brief submitted 	Youth Projects Officer Youth Advisory Council members
March	<ul style="list-style-type: none"> ▪ Consultation methods to determine issues planned By Youth Advisory Council members 	Youth Projects Officer Youth Advisory Council members
April	<ul style="list-style-type: none"> ▪ Consultation methods undertaken ▪ Issues determined 	Youth Projects Officer Youth Advisory Council members
May	<ul style="list-style-type: none"> ▪ Issues researched ▪ Key Briefing personnel determined and invited 	Prospective participants Youth Projects Officer
June	<ul style="list-style-type: none"> ▪ Issues researched ▪ Key Briefing staff confirmed 	Prospective participants Youth Projects Officer
July	<ul style="list-style-type: none"> ▪ Research continued ▪ Program conducted 	Prospective participants Youth Projects Officer
August	<ul style="list-style-type: none"> ▪ Outcomes evaluated 	Youth Projects Officer Community Services staff

Action Plan – Program Development

Month	Actions to be taken	Responsibility
February	<ul style="list-style-type: none"> ▪ Listed as an agenda Items 	Youth Projects Officer
March	<ul style="list-style-type: none"> ▪ Organising group formed and meeting fortnightly 	Youth Projects Officer
April	<ul style="list-style-type: none"> ▪ Program finalised 	Organising Group
May	<ul style="list-style-type: none"> ▪ Catering booked ▪ Transport booked ▪ Accommodation booked ▪ Council facilities booked ▪ Briefing personnel invited to participate ▪ Special guests invited ▪ Enrolment forms distributed 	Youth Projects Officer
June	<ul style="list-style-type: none"> ▪ Briefing personnel confirmed ▪ Enrolments collected 	Youth Projects Officer
July	<ul style="list-style-type: none"> ▪ Public notification ▪ Program conducted 	Youth Projects Officer
August	<ul style="list-style-type: none"> ▪ Program evaluated 	Youth Projects Officer Community Services staff

Program overview

16 – 20 July, 2001

TIME	MONDAY	TIME	TUESDAY	TIME	WEDNESDAY	TIME	THURSDAY	TIME	FRIDAY
		6.30	Wake up	6.30	Wake up	6.30	Wake up	6.30	Wake up
	BREAKFAST		BREAKFAST		BREAKFAST		BREAKFAST		BREAKFAST
	Arrive at City of Joondalup 1. Official welcome	9.00	Arrive at Joondalup 6. Introduction to Council services	9.00	Arrive at Joondalup 11. Report Development	9.00	Arrive at Joondalup 16. Committee Briefings		Free time
10.00	MORNING TEA	10.00	MORNING TEA	10.00	MORNING TEA	10.00	MORNING TEA	10.00	MORNING TEA
11.00	2. Tour of Chambers and Administration Building	10.30	7. Briefings by staff and other invited people	11.00	12. Agenda Settlement	11.00	17. Meetings of Committees		Pack up campsite Free time
12.30	LUNCH	12.30	LUNCH	12.30	LUNCH	12.30	LUNCH	12.30	LUNCH
1.30	3. Tour of Library Local History Section		8. Committee meeting		13. Report Amendment		18. Preparation for Meeting		Arrive at Joondalup
	AFTERNOON TEA		AFTERNOON TEA		AFTERNOON TEA		AFTERNOON TEA		AFTERNOON TEA
3.00	4. Tour of the City of Joondalup		9. Further Briefings by staff and invited people		14. Chamber practise session	3.00	19. Youth Council meeting	3.00	21. Closure of Youth Council Presentation of certificates Resolutions to elected members Leave Joondalup
4.00	Leave Joondalup								
5.00								4.30	
	DINNER		DINNER		DINNER		DINNER		DINNER
	5. Appointment of Youth Mayor and deputy Youth Mayor		10. Swearing in Opening ceremony Elected members Meeting		15. Preparation for Meetings Woodvale		20. Recreation Kart World		
	SUPPER		SUPPER		SUPPER		SUPPER		
	Free time		Free time		Free time		Free time		

Sessional Objectives.

1. Official Welcome

- To officially welcome program participants onto City of Joondalup premises.
- To allow Mayor / Chief Executive Officer to meet program participants.
- To provide a photo opportunity.

2. Tour of Chambers and Administration building

- To give participants an idea of the size and diversity of the operations of the City of Joondalup.

3. Tour of Local Studies library

- To give participants an intensive look at critical events in history that have shaped the development of the City.

4. Bus Tour

- To develop an awareness in participants of the scope and size of the City operations and the boundaries in which they exist.

5. Appointment of Youth Mayor

Appointment of Youth Councillors to Committees

- To begin to develop teamwork within committees.
- To develop leadership roles amongst participants early in program in order to develop and utilise peer pressure for positive gain.

6. Introduction to Council Services

- To give participants an understanding of the organizational structures of the City.
- To develop an understanding of the scope of services provided by local government.
- To consolidate the information developed from the bus tour.

7. Briefings session

- To present participants with a variety of perspectives regarding their chosen issue. Briefings will be conducted by Council staff or by other professionals in the field.

8. Committee Meetings

- To give members and opportunity to discuss and incorporate information from briefing session.
- To give participants an opportunity to develop questions for further briefing session.

9. Further Briefings

- To present participants with a variety of perspectives regarding their chosen issue. Briefings will be conducted by Council staff or by other professionals in the field.

Elected Members Dinner

- To give Youth Councillors and Elected Members an opportunity to share experiences, advice and a meal in a relaxed setting.
- To give Elected Members an opportunity to express their thanks for the efforts of Youth Councillors.
- To give Youth Councillors an opportunity to express their thanks for the commitment and hospitality shown by elected members.

10. Swearing -in

- To develop an understanding in participants of the importance of their position as Youth Councillor by participating in a symbolic swearing in ceremony.
- To formally open the program in the presence of important people and members of the media.
- To provide an opportunity for positive program recognition in the media.

Elected Members Meeting

- To give participants an opportunity to see chamber procedures being used in a real setting.
- To give participants an opportunity to see decision making processes in a real setting.

11. Report Development

- To incorporate information provided in committee briefings into committee report.

12. Agenda Settlement

- To allow the participants to discuss the quality and appropriateness of each report and to finalise the agenda for the Youth Council meeting.

13. Report Amendment

- To allow feedback from Agenda Settlement to be incorporated into each report.

14. Chamber Practise Session

- To give participants an opportunity to learn and practice chamber procedures in a relaxed atmosphere in order to be proficient.

15. Preparation for Meetings

- To give participants the opportunity to practice procedures, research topics and develop reports.

16. Committee Briefing

- To give all participants an opportunity to be briefed on each of the issues in order to ask questions and develop appropriate arguments for assigned topic.

17. Meeting of Committees

- To allow committee members an opportunity to incorporate information from committee briefings and prepare arguments for Youth Council meeting.

18. Preparation for Meeting

- To give participants an opportunity to identify and address areas in need of practice or further work.

19. Youth Council meeting

- To give Youth Councillors an opportunity to express opinions on the presented issues.
- To present a recommendation that reflects the opinions of Youth Councillors.
- To showcase the combined efforts of Youth Councillors over the previous days.

20. Kart World

- To give participants an opportunity to take part in activity that will relieve tension and allow participants to “let their hair down”.

21. Presentation / Closing Ceremony

- To give participants an opportunity to be individually recognised for their achievements over the week.
- To give Youth Mayor the opportunity to formally close the program.
- To give Youth Mayor an opportunity to present elected members with recommendations from Youth Council meeting.
- To give staff and participants an opportunity to interact with parents.

Committees

Committees will be named according to the issues that they present.

Standing orders

Councillors will operate according to a modified set of procedures / standing orders.
Youth services staff in consultation with other appropriate staff will determine these.

Additional Rules to Promote Debate

Presenting committee members to speak for two minutes each followed by all other member of the council – This will directed by the chair and where possible this will rotate for and against.

Final vote on each recommendation will be a **conscience vote**.

DRAFT BUDGET FOR PROJECT

ITEM	PROJECTED COST
Advertising	\$ 800
Transport	\$ 1000
Fuel	\$ 300
Recreation	\$ 600
Catering	\$ 1200
Promotions / Printing	\$ 500
Accommodation	\$ 1500
TOTAL	<u>\$ 5900</u>

