

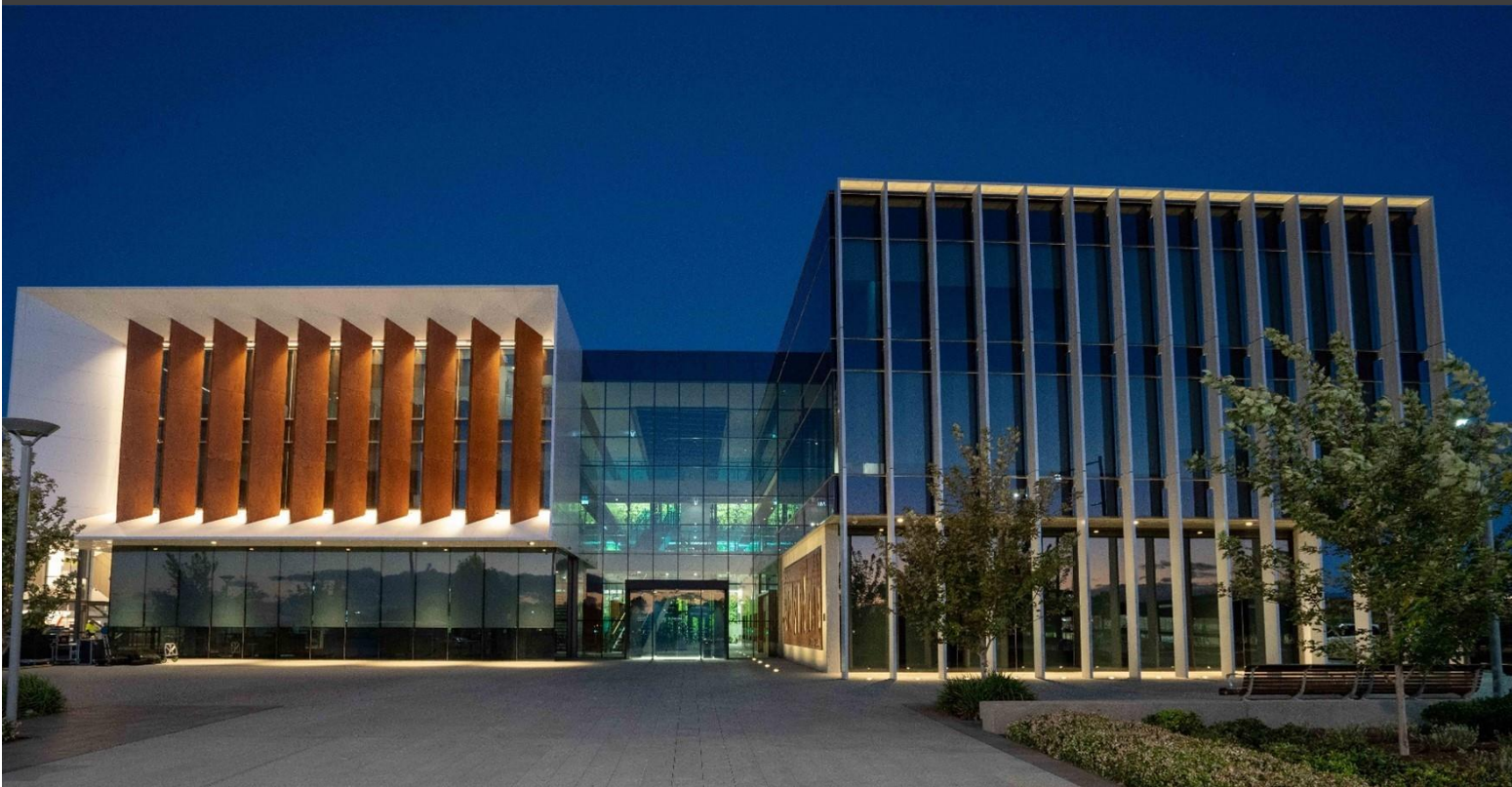
# Minutes

## Youth Reference Group Meeting

Julia Reserve Youth & Community Centre  
341E Oran Park Drive, Oran Park, NSW 2570

4:30pm – 6:30pm

5 December 2022



## ORDER OF BUSINESS

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## **MEETING COMMENCED AT 5.41PM**

## **PRESENT**

Paige Bagley, Alana Bailey, Joanna Kolevris, Maddie Haywood, Jemima Rawcliffe & PJ O'Meara (CPO Youth)

## **ALSO IN ATTENDANCE**

Stephanie Georgy, Amelia Patterson & Caitlin Burns

## **ACKNOWLEDGEMENT OF COUNTRY**

Joanna

## **APOLOGIES AND LEAVES OF ABSENCES**

Sienna Woolcock, Matias Silva, Almira Qadeer, Zainab Atif, Nikita Joseph, Abdul Siddiqui & Molly Quinnet

## **DECLARATIONS OF INTEREST**

n/a

## **CONFIRMATION OF MINUTES**

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## **1. Social Media**

### **PURPOSE OF REPORT**

To ask Millie and Caitlin questions regarding the next steps of establishing a Camden youth social media account.

### **MINUTES**

- ALL POSTS NEED TO BE TEAM LEADER APPROVED
- Posts to be pre-planned/scheduled at YRG meetings
- YRG to flesh out each objective and social media medium as well as the ways they can be utilised
- Flesh out purpose of social media and clear links to strategy + CSP
- Note goals and how we will reach them
- When advertising through CC social media to use style guide
- Follow terms and conditions
- Consider budget for sponsored posts

### **ACTIONS**

- Send Millie & Caitlin minutes – PJ
- Provide style guide - Millie
- Potential extra steps for approval – Millie
- Process of application for a YRG Social Media Account – Millie

## 2.) Subcommittee

### PURPOSE OF REPORT

To establish the volunteers for the committee

### MINUTES

- Paige and Alana have confirmed their interest - rest of team to be confirmed in January meeting
- Sub-committee to meet 1-2 times before meeting

### ACTIONS

- To have Shuttle bus quotes ready for next meeting

### 3. Youth Multicultural Festival

#### PURPOSE OF REPORT

To establish concrete plans involving the festival including survey,

#### MINUTES

- Expressions of interest → collect a database
- Infrastructure (markees, sound systems etc.)
- Categories of how to pick performers, stall holders etc. (local, range)
- Leave time between festival and spotlight
- Overestimate budget
- Security (at least 3 guards) → share event brief
- Plan to remove under 16's → wristband or ticket for spotlight
- Council FB page- style guide graphics
- EOI Timeline→ January (reviewing it as it comes through)
- Fundraiser food EI: Lions Club or Rotary sausage sizzle
- Talk to Zoe about Live n Local performers

#### **Surveys**

##### Primary

- All information to be non-identifiable
- a. What would you like to see?
    - Stalls: to include list of options + other: ie: henna tattoo
    - Performances: what cultures would you like to see represented?
    - Food: what would you like to see?
  - b. Do you live in the Camden LGA? (Yes or No) If yes what area do you live in (drop-down of parts of LGA)
  - c. Would you need transport to the venue?
    - QR code linking to 'effective ways to get to Julia Reserve for each suburb'
  - d. Are you a performer??
    - If you are interested in performing please send EOI to @councilemail
  - e. Age range
  - f. How did you hear about this?

##### Registration Form for attendance

- e. What is your cultural background?
- f. Which Camden LGA area are you from?

#### ACTIONS

- To check with Ryan the DA requirement/s – PJ
- To bring budget from previous Multicultural Festival to next meeting – PJ

## 4. 2023 Planning Day

### PURPOSE OF REPORT

To establish goals/outcomes for the planning day in January

### MINUTES

Things to include in agenda;

- Flesh out social media (30min)
- List local schools and potential vid ad
- Structure skeleton of year to calendar

### ACTIONS

Jo to send email out confirming Monday Planning day for 9th of January- 11am - 3pm

## 5. Your Voice Camden

### PURPOSE OF REPORT

To explain Your Voice Camden and view current council projects

### MINUTES

- Maddie explained to group about the platform based on what Charmaine (Camden Council's Community Engagement Specialist) had informed her previously
- Discussion to invite Charmaine to a future meeting
- Collaborate with libraries and share surveys

**MEETING CLOSED AT 6.30PM**



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