

APPENDIX A - ACTION PLAN

SHIRE OF DANDARAGAN

Participation (YP) Goal: Create opportunities for young people to participate in community life in ways that they choose					
#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Strategy YP1: Ensure activities, projects and events are accessible to all young people in the Shire					
YP 1.1.1	Offer events that are free of charge and provided in a safe environment	Ongoing	90% of events are free	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee.	HR - Pre-event coordination of Spray the Grey Youth Festival is within existing human resources however is supported by 3 x FTE on day of event or volunteers. Financial - new annual budget submission
YP 1.1.2	Offer transport to events to young people who live in other areas around the Shire	Ongoing	Offer transport to 100% of events	Community Development Officer, Club Development Officer	HR - No, reliant on volunteers or funding. Financial - new annual budget submission
YP 1.1.3	Encourage community groups to identify activities and events that could be viable in smaller towns in the Shire	Annual	1 group helped	Community Development Officer, Club Development Officer	Within existing resources
YP 1.1.4	Provide flexibility by planning activities for a variety of time/days (weekends/weekdays)	Ongoing	Variety of times/days	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee.	Within existing resources, utilising time-in-lieu

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Strategy YP2: Design events, activities, projects and programs that appeal to a wide variety of interests and young people					
YP 1.2.1	Offer events or activities that cater to a variety of age groups	Annual	80% suitable for 12-18 with remainder suitable for <12 and >18	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee.	Within existing resources
YP 1.2.2	Consider a variety of interest areas when scheduling activities	Annual	>2 different interest areas	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee.	Within existing resources
Strategy YP3: Structure activities so that young people can participate at different levels					
YP 1.3.1	Offer activities or programs that develop youth leadership	Annual	Funding available to at >=1 school for leadership activities	Community Development Officer	Within existing resources
YP 1.3.2	Provide and promote opportunities to volunteer in the community	Annual	2 volunteering opportunities	Club Development Officer, Community Development Officer, Community Development (Youth) Trainee	Within existing resources
		Annual	Country Week fundraising rubbish collection with Ranger	Club Development Officer, Ranger	Within existing resources

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YP 1.3.3	Involve young people in the organising, planning and running of activities and events	Annual	1 youth-led activity in partnership with Shire	Community Development Officer, Community Development (Youth) Trainee	Within existing resources

Strategy YP4: Ensure activities enable young people to be involved in the broader community

YP 1.4.1	Assist community groups to gain skills and confidence with interaction with young people	Annual	1 group assisted	Community Development Officer, Club Development Officer	Within existing resources
YP 1.4.2	Encourage youth activity/partnership ideas from schools and community groups	Annual	2 groups assisted	Club Development Officer, Community Development Officer, Community Development (Youth) Trainee	Within existing resources

Wellbeing & Safety (YW)

Goal: Encourage young people to be happy, healthy and resilient community members who live life to the full and feel safe in their community

Strategy YW1: Promote activities that focus on wellbeing, resilience, and diverse and positive life choices

YW 2.1.1	Post physical, mental and emotional wellbeing messages on social media platforms targeted at young people	Annual	6 posts	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
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YW 2.1.2	Post information targeted to young people about local services available	Annual	4 posts	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
YW 2.1.3	Develop and maintain an online youth-specific source of wellbeing information and referral	Ongoing	Current youth services page and 1 hard copy brochure	Community Development Officer, Community Development (Youth) Trainee	HR - Within existing resources Financial - new annual budget submission
YW 2.1.4	Promote and provide increased awareness of structured and non-structured sport	Annual	Post information online about 4 sports available in the Shire and include 2 articles in Shire Matters	Club Development Officer	Within existing resources
YW 2.1.5	Develop the capacity of sporting clubs to cater to young people	Annual	Build capacity of 4 clubs	Club Development Officer	Within existing resources
YW 2.1.6	Build awareness of diverse backgrounds of young people	Ongoing	Acknowledgement of Country at Council meetings and all official public events. Display Aboriginal / Torres Strait Island flag every Tuesday and Thursday on Shire flagpoles at Jurien Bay Administration Centre	President & Councillors, CEO, Receptionist, Community Development Officer	Within existing resources
		Triennial	1 Cultural Awareness Training for Staff and Councillors	Human Resources Coordinator	Within existing resources

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
		2020	Consider development of Reconciliation Action Plan with young people involved in development	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - annual budget submission request for 2019-20
YW 2.1.7	Support the capacity of the community to combat the use of illicit and recreational drugs	Ongoing	Representation of community development officer or trainee on local drug awareness group and health advisory group	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
YW 2.1.8	Provide opportunity for young people to learn about responsibility, teamwork and personal development	Annual	1 Leeuwin Scholarship	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
Strategy YW2: Develop initiatives which build confidence, self-esteem, respect and resilience					
YW 2.2.1	Explore how to address the wellbeing and safety issues identified through the Youth Plan consultation	Annual	1 focus group	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - new annual budget submission
YW 2.2.2	Include an underlying purpose (learning, positive message, role model) in activities, projects and programs	Annual	80% of activities	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - new annual budget submission
YW 2.2.3	Support schools and groups to provide access to inspiring individuals as role models and mentors	Annual	Assist 1 group or school to hold event. Attend and fund 6 students to attend Halogen Youth Conference.	Club Development Officer, Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - expansion of existing activity with accompanying annual budget submission

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Strategy YW3: Ensure new and existing infrastructure takes into account the needs of young people and their safety and enjoyment					
YW 2.3.1	Explore how to address the infrastructure needs for young people identified through the Youth Plan consultation	Annual	2 youth-specific consultations	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
YW 2.3.2	Provide and influence positive activation of public spaces for young people in key infrastructure development, with a focus on reserves, eg.: <ul style="list-style-type: none"> • Jurien Bay Foreshore • Jurien Bay Recreation Reserve • Cervantes Foreshore • Cervantes Recreation Reserve (adjacent to CCRC) • Dandaragan Recreation Reserve (adjacent to DCC) • Badgingarra Recreation Reserve (adjacent to BCC) 	Annual	2 focus groups	Club Development Officer, Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - annual budget submission
YW 2.3.3	Investigate development of a youth space / skate park in Jurien Bay	2018-2020	Youth/Skate Park	Chief Executive Officer	HR - within existing resources Financial - dependent on funding through external grants and possible Specified Area Rate & future annual budget submission under DSR's CSRFF grant scheme.
YW2.3.4	Maximise the use of technology to enhance social inclusion	2018-2019	Free Wi-Fi available at Jurien Bay Youth Group and Jurien Bay foreshore	Executive Manager Corporate and Community Services	HR - within existing resources Financial - annual budget submission
YW 2.3.5	Develop a structured approach to youth engagement around significant future infrastructure projects and proposals	2019	Community Engagement Plan & Project Engagement Plan	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	Within existing resources

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Communication (YC)					
Goal: Engage with young people in a way that encourages participation, awareness and information sharing					
Strategy YC1: Develop an understanding of the interests, issues and needs of local young people					
YC 3.1.1	Regularly seek feedback from young people about their interests, satisfaction levels with existing programs, and what else they would like to see in their community	Biennial	70%+ satisfaction level based on data gathered from variety of engagement methods	Community Development Officer	Within existing resources
YC 3.1.2	Build relationships with young people through community development staff running programs and attending partner-run activities where practical	Annual	Community Development or Youth Trainee at 50% of all Shire-run or Shire-partnered youth events	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	Within existing resources utilising TIL
YC 3.1.3	Encourage young people to share their concerns and issues	Annual	1 focus group or survey	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - new annual budget submission
		Annual	1 presentation to Council by young people	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	Within existing resources
		2018-19	Development of local Youth Advisory Council	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources, led by Community Development (Youth) Trainee Financial - new annual budget submission

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Strategy YC2: Ensure promotions and information reaches as wide a youth audience as possible					
YC 3.2.1	Develop and use a youth-specific brand for news and information related to young people	2018 - 2019	SOD Youth logo	Youth Advisory Council, Community Development (Youth) Trainee, Community Development Officer	HR - dependent on establishment of YAC Financial - new annual budget submission
YC 3.2.2	Keep current by introducing new social media platforms to engage young people	Ongoing	>1 new social media platform	Community Development (Youth) Trainee, Community Development Officer	Within existing resources
YC 3.2.3	Continue to use more traditional platforms (eg. flyers, banner, newspaper ad etc.) to reach the wider community	Ongoing	4 school newsletters and advertising of 100% of Shire youth events in four local newspapers + Northern Valley News	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - new annual budget submission
YC 3.2.3(b)		2018-19	Shire Administration Centre Information Noticeboard upgraded to LED Wi-Fi screen	Community Development Officer, Coordinator Infrastructure Services	HR - within existing resources Financial - Infrastructure Capital Works new annual budget submission.
YC 3.2.4	Increase peer-to-peer and word of mouth promotion	Ongoing	Announcements at 4 school assemblies. Attend 4 youth groups.	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	Within existing resources
Strategy YC3: Enhance the profile of young people in the community					
YC 3.3.1	Publicly recognise young citizens leaders/achievers through a school-based awards program	Annual	Student Awards at BPS, CPS, DPS, JBDSHS Primary / Secondary, CMSHS. Articles in Shire Matters and online.	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - within existing resources
YC 3.3.2	Promote positive images/stories in the community and celebrate youth achievements	Annual	4 online promotions. 2 Shire Matters promotions. Banners in the Terrace.	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - within existing resources

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Our Organisation (YO)					
Goal: Build strong partnerships and involve young people in Council decision-making process					
Strategy YO1: Participate in networks or groups that have benefit to young local people					
YO 4.1.1	Advocate for young people to have access to compulsory Primary and Secondary Education	Ongoing	JBDHS provides ATAR courses for local students. JBDHS and other agencies provide mainstream and alternative pathways.	Chief Executive Officer	Within existing resources
YO 4.1.2	Provide support for agencies and groups delivering services for youth in the Shire	Annual	1 group supported	Community Development Officer	Within existing resources
YO 4.1.3		Annual	School Information Pack 1 new teacher / staff meeting with community development staff	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
YO 4.1.4		Annual	1 Professional Development Participate in Youth Development Network	Community Development Officer, Community Development (Youth) Trainee	Within existing resources
YO 4.1.5		Annual	JBYG utilising community-led, sustainable financial model.	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - reduction in existing resources. No further financial contribution to JBYG after end of three year budget item (\$5,000 donation, \$3,187 operational contribution for insurances).

#	ACTION	TIMEFRAME	TARGET	RESPONSIBILITY	RESOURCE IMPLICATIONS
Strategy YO2: Provide and promote opportunities for young people to be involved in local government and its processes					
YO 4.2.1	Encourage young people to attend Council meetings to build knowledge	Annual	2 youth involvement. Establishment of Youth Advisory Council.	Community Development Officer, Community Development (Youth) Trainee	HR - within existing resources Financial - new annual budget submission
YO 4.2.2	Offer school tours of Council Chambers and Shire Administration Centre to create awareness of democratic practices and how young people can get involved	Annual	1 Council chambers visit. 1 Shire Administration Centre visit.	Club Development Officer, Community Development (Youth) Trainee	Within existing resources
YO 4.2.3	Investigate cost benefit of employing a Youth Development Officer role as well as other work experience and placement opportunities	2019-2020	Complete cost benefit analysis	Chief Executive Officer	Within existing resources
Strategy YO3: Develop policies and practices that reflect young people as valued members of their community					
YO 4.3.1	Facilitate the involvement of young people as part of mainstream Shire consultations for community members - not just for youth issues or for youth perspective	Ongoing	2% of all response data collected	Community Development Officer, Club Development Officer, Community Development (Youth) Trainee	Within existing resources
YO 4.3.2	Offer other Shire departments support and assistance in involving young people	Annual	1 other Shire process involves young people	Community Development Officer, Club Development Officer	Within existing resources
YO 4.3.3	Review other plans and policies to ensure young people are considered and engaged with, as appropriate	Annual	1 plan or policy reviewed	Community Development Officer, Club Development Officer	Within existing resources