

Version	Council Meeting Date (Date of Adoption / Review)	Resolution Number
1	20 May 2026	OM/05.2026/16
2		

1. Purpose

The Maranoa Regional Youth Council is a Maranoa Regional Council (MRC) initiative creating a youth-led leadership and advisory group to represent the perspectives of young people aged 12–18 who live in the Maranoa region. The Maranoa Regional Youth Council serves as a platform for consultation, advice, and feedback, connecting young people with the Maranoa Regional Council and its operational teams. Its mission is to foster leadership succession and strengthen youth engagement by empowering young people to actively participate in decision-making and contribute meaningfully to their community.

2. Objectives

The objectives of the Maranoa Regional Youth Council are to:

- Educate young people about Local Government and its role in the political system.
- Provide a structured youth voice to inform Council's planning and decisions.
- Create a platform for young people to share their views and aspirations.
- Advocate for the development and delivery of initiatives that benefit young people.
- Advise Council on youth issues and emerging priorities.
- Empower youth through leadership opportunities and development.
- Collaborate with Council to align with its values and goals.

3. Tasks

The Maranoa Regional Youth Council will:

- Consult with local young people and advocate for their needs.
- Assist in the development and implementation of youth-focused strategies, plans, and initiatives.
- Provide input into the evaluation of Council's youth-related programs and initiatives.
- Assist in the delivery of youth-led projects and events.
- Develop and present an Annual Action Plan outlining the goals and priorities for the term of the Maranoa Regional Youth Council.

4. Membership

- The Maranoa Regional Youth Council will consist of a minimum of seven (7) and a maximum of ten (10) members aged between 12 and 18 years as of 31 December of the relevant year.
- Membership will be determined through an Expression of Interest (EOI) process open to young people who live in the Maranoa region.
- Members will volunteer their services and commit to attending meetings and participating in Maranoa Regional Youth Council activities.
- Members will serve a 12-month calendar year term, with the option to extend for an additional 12 months as part of the expression of interest process.
- A Youth Chairperson and Youth Deputy Chairperson will be elected by the members at the first meeting of the term.
- All members must adhere to the MRC Code of Conduct

5. Leadership Team

The Maranoa Regional Youth Council Leadership Team will consist of:

- Youth Chairperson: Responsible for chairing meetings, keeping discussions on track, ensuring all agenda items are addressed, and representing the Maranoa Regional Youth Council at community events or meetings where appropriate.
- Youth Deputy Chairperson: Responsible for assisting the Youth Chairperson in the conduct of their duties, including but not limited to, chairing meetings when the Youth Chairperson is unable to attend.

Leadership positions will be determined through a secret ballot at the first meeting of the term.

6. Meetings

- Formal meetings will be held once every term of the school year, with members expected to attend at least 80% of meetings over the 12-month term.
- Meeting dates and times will be confirmed at the beginning of the term of the Maranoa Regional Youth Council.
- Youth Councillors are expected to attend one official Maranoa Regional Council meeting within the first three (3) months of their term.
- A Quorum, being half plus one member must be present for a meeting to be considered valid.
- Additional action meetings may be scheduled as needed to work on specific projects, with flexibility in attendance.
- Meetings will not be held during school holidays unless agreed upon by the Leadership Team and the Council's designated facilitator.

- If a member misses more than two (2) consecutive meetings without notice or valid reason, they may be asked to resign, with the right to appeal.

7. Reporting

- The Maranoa Regional Youth Council will provide twice yearly progress reports to the Maranoa Regional Council, detailing activities, achievements, and progress on the Annual Action Plan.
- After each meeting, develop a report to MRC to provide advice and recommendations relating to youth matters.
- The Maranoa Regional Youth Council may present updates to the Council at other times such as council briefings or portfolio meetings.

8. Member Selection Process

- Membership will be determined through an Expression of Interest (EOI) process, open to all eligible young people in the Maranoa region.
- The selection process will consider diversity to ensure representation of the region's demographics.
- Members will be selected based on their demonstrated interest in youth issues, leadership potential, and commitment to the objectives of the Maranoa Regional Youth Council

9. Support and Resources

The Maranoa Regional Council will support the Maranoa Regional Youth Council by:

- Providing a dedicated Council staff member(s) to facilitate meetings and provide administrative support – preparing and distributing agendas and meeting minutes, maintaining an attendance register, managing correspondence, and ensuring timely communication with members.
- Offering meeting spaces, IT support, and a dedicated email address for the Maranoa Regional Youth Council.
- Allocating annual funding for meeting costs, training costs, community engagement and other operational expenses.
- The promotion of Maranoa Regional Youth Council events and initiatives.
- Assisting with transportation and associated costs for meetings or events, where required.

10. Training and development

All members will attend an induction session covering:

- Introduction to Local Government and the Maranoa Regional Council.
- Roles and responsibilities of the Maranoa Regional Youth Council.
- Meeting protocols and governance.

11. Communication and Media

Media statements on behalf of the Maranoa Regional Youth Council must be approved by the Council's Communications Team and issued by the Youth Chairperson or a delegated member.

12. Confidentiality and Code of Conduct

- Members must treat all sensitive information as confidential and adhere to the MRC's Code of Conduct.
- Any conflicts of interest must be disclosed to the Youth Chairperson and the Council facilitator.

13. Amendments and reviews

The Terms of Reference will be reviewed annually by the Maranoa Regional Youth Council, the Council facilitator, and the Maranoa Regional Council to ensure relevance and effectiveness.