



# Youth Forum

A meeting of the Youth Forum will be held at the on Wednesday 13  
March 2024 at 4.30 pm

## Agenda

1.	<b>Welcomes, Introductions and Apologies 4:30pm</b>
2.	<b>Memorandum of Understanding 4:30pm (Pages 3 - 6)</b>
3.	<b>Minutes of Previous Meeting 4:35pm (Pages 7 - 10)</b>
4.	<b>Sex Education Guidance for schools 4:40pm</b> Create a single side guidance for schools on delivering useful sex education.
5.	<b>VAPE- Young People Consultation 5:20pm</b>
6.	<b>Items for Future Meetings 6:20pm</b>
7.	<b>Date of Next Meeting</b>

### Queries Regarding this Agenda

If you have any queries about this agenda please contact Aimee Luck, Housing and Communities via the following:

Tel:

Email: [aimee.luck@westnorthants.gov.uk](mailto:aimee.luck@westnorthants.gov.uk)

Or by writing to:

West Northamptonshire Council  
One Angel Square  
Angel Street  
Northampton  
NN1 1ED

## West Northants Youth Council

### Memorandum of Understanding

**Scope:** This Memorandum of Understanding (MoU) is between West Northamptonshire Council, Northampton Secondary Schools or local youth organisations, Parents and the Young People representing the Youth Council.

It is understood that the Youth Council will be elected, by their School or Youth Organisation. The MoU sets out responsibilities, frequency of meetings, support and management arrangements and principles, and purposes of the agreement for the Youth Council.

**Principles and Purposes:** The MoU has the key principle of creating an understandable and clear agreement on operational arrangements for the Youth Forum. The MoU will establish an open communication channel between young people, the Council, other statutory organisations and community and voluntary organisations, representing and supporting young people.

The purposes of the Youth Council:

1. Ensure that all young people in Northampton have a voice
2. Young people are not just representing themselves but providing a voice for young people's thoughts on issues locally
3. To engage young people (aged 13-19 yrs) in a consultative process that empowers them to share their views, interests and needs with each other so that their collective voice will inform Service Providers, and contribute to the decision making process in relation to service planning and the deployment of identified resources
4. Ensure political leaders and officers engage proactively with young people via consultation and engagement
5. To promote equality for young people
6. To stimulate and improve communication between WNC, young people and other organisations in the West Northants
7. To act on issues that are, important to young people accessing our services and in the local community
8. To feed back information from meetings and projects to their school and peers, and promote public youth council events

#### Frequency of meetings

Youth Council meetings will take place on the second Wednesday of each month, unless otherwise stated, from 4.30pm to 6.30pm. Meetings will take place face to face at the Guildhall with an option to join virtually. Where meetings take place in holidays a full day meeting/activity will be arranged between 10am and 3pm.

Opportunities to participate in other activities/meetings may arise and will be communicated to the members by email.

There is an expectation that members attend as many meetings as possible and send apologies if unable to attend. If two consecutive meetings are missed, a valid reason will be requested.

### **Staff Support**

This involves ensuring the youth forum is influential within the Council and that their voices are heard and acted upon. An officer from West Northamptonshire Council will be present at each meeting. They will help co-ordinate, guide and support the young group by giving them confidence to make positive contribution to the meetings.

It is the role of the staff to promote the forum across West Northants, while acting as an advocate for the forum and establishing links with other youth and community programmes. All officers will have DBS clearance.

### **Chair and other Responsibilities**

The aim is for the group to be run by the youth members with staff present for support. The members will take on responsibilities such as chairing the meeting and taking notes. These roles will rotate each meeting.

### **Areas of work:**

The Youth Council will develop a 12 month rolling action plan, focusing on issues that matter most to young people. These issues will be collated through a number of channels including surveys.

### **Refreshments**

Tea, coffee and cold drinks will be provided at each meeting. There will be an expectation for youth council members to bring lunch with them, or money to purchase lunch where appropriate. However, if there is a difficulty with these, please get in touch with us to discuss alternative arrangements. No refreshments can be provided for virtual meetings.

### **Travel**

There will be an expectation that youth council members arrange suitable travel arrangements to and from face to face meetings and forum led events. However, if there is a difficulty in arranging travel to and from meetings, please get in touch with us to discuss alternative arrangements.

**Review:** This document will be reviewed annually, along with the action plan.

This is a copy for you to keep.

If you would like to discuss further, please contact Aimee Luck (Community Safety and Engagement Project Officer) on 07557496415 or email [aimee.luck@westnorthants.gov.uk](mailto:aimee.luck@westnorthants.gov.uk)



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## Youth Forum

Minutes of a meeting of the Youth Forum held at on Wednesday 21 February 2024.

### 1. **Welcome - 10am**

Welcome to our new forum members joining us today; Zanzi (Duston School), Saoirse (Northampton College), Florence (Sponne school), Mudi (NIA), Marian (NSG), Maame (NSG), Sarah (Northampton Academy), Ramla (NSG).

Also attending; Bella (Guilsborough Academy), Skye (Northampton Academy), Kyla (NIA) and Lissy (UON – young leader).

Officers/Adults: Aimee Luck and Jamie Wells (WNC) and Morcea Walker.

Apologies from: Henry (Chenderit), Haroon (NSB), Lola (NSG), Tracy (NSG), Kamron (BC), Ella (NIA) and Mihir (NSB).

Absent without apologies: Claudine (NSG) and Leo (Wootton Park).

### 2. **Memorandum of Understanding**

Everyone received a copy of the MOU – this basically says how often we meet and the expectations of forum members.

### 3. **Icebreaker activities - 10.10am**

Members took part in an icebreaker game called “People Bingo”. This game required members to go around and ask questions about each other, related to the points on their bingo card. This encouraged the new members to introduce themselves to each other and get to know everyone.

### 4. **Youth Forum Introduction - 10.30am**

Existing members talked about their experiences with the youth forum, including events and projects they have been part of. We also discussed some key events and projects that are ongoing and sought the views of all the new members.

### 5. **ID Badges - 11am**

All young people took/sent a selfie by email – this will be put on a their new Youth Forum ID badge.

Anyone who was absent can submit their photo to [Forums.NBC@westnorthants.gov.uk](mailto:Forums.NBC@westnorthants.gov.uk) with the subject: “Youth Forum + [your name]”

Members viewed the 4 new forum logo options (developed last year) and voted on their preference, making suggestions for any minor changes.

**Action: Aimee to get final logo created by design team and include on new ID badges.**

All of the fun facts handed in on arrival were then read out and the group tried to guess whose was who. Everyone got to have a laugh at Jamie who once had to be rescued from a paddleboard.

## 6. **Training session 11.20am**

We were briefly joined by two cabinet members, Cllr David Smith and Cllr Fiona Baker.

David is the portfolio holder for community safety and regulatory services and Fiona has children, families, education, and skills in her portfolio.

Both spoke to the young people about their roles and interests and encouraged all to ask questions and put views to them as decision makers during their time as forum members.

### **Training:**

After splitting into 2 groups, members were asked to discuss:

1. Who are they you representing ?

*Group agreed they were representing a wide range of young people from their schools, community, family and any groups they are part of.*

2. How they are going to represent them?

*They thought of practical ideas such as google forms and using form group time to share information/get feedback and importantly attending the forum meetings.*

3. What support do they need to do this?

*Having the agenda 2 weeks before the meeting is needed, it should also include timings. Sharing the notes and actions as soon after the meeting as possible to allow time to get things done.*

We then discussed the role of a chair. This is a role that will rotate so that everyone gets to have a go at being chair or vice chair.

**Chair:** to follow the agenda, introduce guests, check actions have been completed and make sure everyone gets a chance to speak and share their thoughts.

**Vice:** to support the chair and make a note of key actions or tasks and who is responsible.

This helped remind forum members of their role and helped staff understand what support they need to feel empowered and able.

## 7. **Lunch Break - 12pm (30 mins)**

Everyone had 30 minutes in town for lunch.



## 8. **Local Transport Plan - 12.30pm**

Esme and James joined us from the Transport Planning department to discuss the new Local Transport Plan.

**Slides they presented sent out with these minutes if you missed it on the day.**

Members looked over a number of 'problems' and voted on what they felt was the top 6 priorities to be dealt with in the plan. Views were also shared and questions asked about things like transport from rural areas, impact on the environment and the 'net zero' commitment.

Esme and James will return in the Summer with the draft plan for members to review and give comments on.

## 9. **Make Your Mark - 1pm**

The forum were shown a 1 minute [video about 'Make Your Mark'](#) which you can watch via the link.

Make Your Mark is a national vote for young people aged 11-18. The vote tells Members of Youth Parliament what topics are a priority for young people in the UK and what they should focus campaigns on for the next two years.

It is our ambition as West Northants Youth Forum to elect our own Members of Youth Parliament in the future and this is our first step in getting actively involved.

The forum discussed the topics and read the examples and then everyone voted for their preferred topic.

The outcome of our vote was:

1. Education & Learning (5 votes)
2. Rights, equalities & democracy (3 votes)
3. International Relations (2 votes)
4. Crime and Safety, and Youth Work and Young peoples services (tied with 1 vote each)

### **Action for all young people in the forum:**

1. Take the examples and tally sheet back to school and ask to hold a vote in your form group. Send the completed form back to [aimee.luck@westnorthants.gov.uk](mailto:aimee.luck@westnorthants.gov.uk) by 8 March!
2. Share the link to [vote online](#) instead and encourage young people in your schools/communities to make their mark this year!

**Tally form and examples to be sent out with these notes.**

## 10. **Youth Identified Priorities and Action Plan setting - 1.45pm**

The forum members were asked to split into two groups and discuss what issues young people face nationally and locally.

Each group wrote their thoughts on flipchart and then agreed on 3 priority issues which they presented to the other group. Once all 6 priority issues were on the board, each member was given six sticky dots to vote on which priorities they want to focus on as a forum. The **bold topics** were voted top two priorities for this year.

1. **Discrimination**
2. (Serious) Crime
3. Behavioural support
4. Access to healthy & affordable food and school supplies
5. **Place and Transport (affordable and accessible youth spaces)**
6. Jobs and Opportunities

The group reviewed the action plan and discussed key events the forum has been involved in in the past. The group wanted to stay involved with Heritage Open Day tours, Youth Summit, UK Parliament Week and Holocaust Memorial Day. We also discussed the opportunity for the forum to help develop workshops for Young Citizens day with a focus on their priority topics. Everyone was interested in doing this.

**Action Plan to be updated by Aimee/Jamie and brought to next meeting.**

11. **Date of Next Meeting**

**Wednesday 13 March, 4.30 – 6.30pm**

Meeting will take place at Guildhall.

If travel is an issue an online link is available – please let us know in advance if you need to join virtually.

Please confirm your attendance in the WhatsApp group when asked or send apologies to Aimee/Jamie in advance of the meeting.

The meeting closed at 3.10pm

Chair: \_\_\_\_\_ Aimee/Jamie \_\_\_\_\_

Date: \_\_\_\_\_ 23/2/24 \_\_\_\_\_