



# Youth Forum

**A meeting of the Youth Forum will be held at the Guildhall on Wednesday  
31 August 2022 at 10.00 am**

## Agenda

1.	<b>Welcomes, Introductions and Apologies</b>
2.	<b>Memorandum of Understanding</b> (Pages 3 - 4)
3.	<b>Minutes of Previous Meeting</b>
4.	<b>Action Plan</b> (Pages 5 - 6)
5.	<b>Youth Summit; Hate Crime workshop development</b> Support from NREC and Northants Police Hate Crime team
6.	<b>Lunch break</b>
7.	<b>Heritage Tour training</b>
8.	<b>Date of Next Meeting</b> Thursday 27 October, 10am to 3pm

### Queries Regarding this Agenda

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

Tel:  
Email:

Or by writing to:

West Northamptonshire Council  
One Angel Square  
Angel Street  
Northampton  
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## **Northampton Youth Forum 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 Forum.

It is understood that the Youth Forum 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 Forum.

**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 Forum:

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 forum events

### **Frequency of meetings**

Youth Forum meetings will be held during school holidays, usually on a Thursday between 10am and 3pm. Where meetings fall in term-time they will be shorter meetings after school for no more than two hours. The Covid pandemic has also introduced the use of virtual meetings where necessary.

There will also be other meetings or activities to attend throughout the year. The forum dates will be circulated via 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 establish 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 with an internal election to choose these positions to be filled. Elections will take place annually.

### **Areas of work:**

The Youth Forum will develop a 12 month rolling action plan, focusing on issues that matter most to young people.

### **Refreshments**

Tea, coffee and cold drinks will be provided at each meeting. There will be an expectation for youth forum members to bring lunch with them, or money to purchase lunch. 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 forum 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.

If you would like to discuss further, please contact:

Aimee Luck (Community Safety and Engagement Project Officer)

Tel: 07557496415

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

<b>ACTION PLAN: YOUTH FORUM</b>				
<b>PROJECT/EVENT</b>	<b>ABOUT</b>	<b>TO DO</b>	<b>DOING</b>	<b>UPDATED</b>
<b>Perspectives Report</b>	Youth Forum vision for the future of Northampton and recommendations for Cabinet		Engage with Regeneration team	
			Explore options to promote vision through artwork/mural and display on hoarding/other spaces	Jul-22
<b>Overview &amp; Scrutiny: Child Mental Health and Self Harm</b>	Capturing young peoples voice in the overview scrutiny process			Jun-22
<b>Heritage Tours (EVENT) Sunday 18 September</b>	Provide short tours of the Guildhall as part of Heritage Open Day	Tour training arranged for 31 August.		Jul-22
<b>Youth Parliament</b>	Expand forums across West Northants and create a Youth Parliament so young people can be more involved in decision making			
<b>Youth Summit Friday 11 November 2022</b>	Involvement in Youth Summit		Develop workshop on Hate Crime	
<b>UK Parliament Week (EVENT) 13-18 November</b>	Engage young people in local democracy.	Explore options to soft launch Youth Parliament during this week		
<b>Holocaust Memorial Day (EVENT - Support) 27 January 2023</b>		Aimee to arrange Challah Bread making workshop in December to learn about traditional Jewish		
		Young people to host the event - welcome attendees, give out Challah bread and participate in		
<b>Youth Provision mapping</b>		Work with Free 2 Talk/NAYC to map out all youth services and activities in Northampton		
		Expand on mapping to include Daventry and South Northants		
<b>International Youth Day (EVENT) 12 August 2023</b>				

<b>PROJECT/EVENT</b>	<b>DONE (outcomes)</b>
<b>International Youth Day (EVENT) Friday 12 August</b>	WNC social media Takeover: Forum members created social content to be posted from WNC social media pages
	Delivered event on the racecourse
	Forum members attended and surveyed other young people at the event on the topics of the Youth Parliament, Sex Education and Hate Crime
<b>Perspectives Report</b>	Produce report with youth vision for Northampton
	Take report to Cabinet for approval and support - November 2021
<b>Overview &amp; Scrutiny: Child Mental Health and Self Harm</b>	Forum members met with Cllrs and scrutiny officer to input into the O&S report on Child Mental Health and Self Harm. Forum thanked for their contributions.
<b>Heritage Tours (EVENT) Sunday 18 September</b>	
<b>Youth Parliament</b>	Forum members consulted with other young people on how they would like to be represented/engaged with at the Youth Day event.
<b>Youth Summit Friday 11 November</b>	Forum want to run a workshop and voted on which topic to cover.
<b>UK Parliament Week (EVENT) 13-18 November 2022</b>	
<b>Holocaust Memorial Day (EVENT - Support) 27 January 2023</b>	
<b>Youth Provision mapping</b>	