

**AGENDA FOR
YOUTH CABINET**



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To: All Members of Youth Cabinet

Councillors : M Hayes, L Dean, L Smith, D Duncalfe,
G Staples-Jones, J Rydeheard and S Thorpe

Dear Member/Colleague

Youth Cabinet

You are invited to attend a meeting of the Youth Cabinet which will be held as follows:-

Date:	Thursday, 8 June 2023
Place:	Town Hall Bury
Time:	5.00 pm
Briefing Facilities:	If Opposition Members and Co-opted Members require briefing on any particular item on the Agenda, the appropriate Director/Senior Officer originating the related report should be contacted.
Notes:	

AGENDA

YC.1 CONFIRMATION OF APPOINTMENT - YOUTH MAYOR AND DEPUTY YOUTH MAYOR

YC.2 WELCOME

YC.3 APOLOGIES

YC.4 DECLARATIONS OF INTEREST

Councillor Members of the Youth Cabinet are asked whether they have any interest in any item on the agenda and if so, to formally declare that interest.

YC.5 MINUTES OF PREVIOUS MEETING (*Pages 3 - 6*)

The Minutes of the last meeting held on 26 April 2023 are attached.

YC.6 MATTERS ARISING

YC.7 TERMS OF REFERENCE (*Pages 7 - 10*)

The Youth Cabinet terms of reference are attached for information.

YC.8 LOCAL AND REGIONAL YOUTH UPDATE

YC.9 CO-PRODUCTION KITE MARK

YC.10 CIRCLES OF INFLUENCE UPDATE

YC.11 THE BIG DEBATE - SHOULD PUPILS WHO BRING DRUGS INTO SCHOOLS BE PERMANENTLY EXCLUDED?

Minutes of: YOUTH CABINET

Date of Meeting: 26 April 2023

Present: Councillors L Dean and G Marsden

Youth Members – Georgia, Daniel, Josh, Courtney, Laraib, Areeba, Maisy, Phoebe, Evie

The meeting was not quorate on the Councillor side.

Also in attendance: Marina Nixon – NHS Bury, Jeanette Richards – Executive Director of Children and Young People, Kelly Barnett – Democratic Services, Adele Crowshaw – Youth Service, Bethan Heatley – Youth Service, Heather Walton – Youth Service

Public Attendance: No members of the public were present at the meeting.

Apologies for Absence: Councillor M Hayes, Councillor C Morris, Councillor L McBriar and Councillor D Duncalfe

Youth Members – Tess, Daisy, Adam, Maddie

DECLARATIONS OF INTEREST

There were no declarations of interest made at the meeting.

MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 14 February 2023 were agreed as an accurate record and signed by the Chair.

MATTERS ARISING

There were no matters arising.

MENTAL HEALTH CAMPAIGN

The Chair reordered the agenda and agreed that the Mental Health Campaign would be heard after Matters Arising.

Marina Nixon, NHS Bury attended the meeting to provide an update to youth members on the Mental Health Campaign.

Marina has attended the informal Youth Cabinet meetings regularly and has been working in co-production with the young people in creating a mental health campaign. Marina updated that her team have been developing a mobile app for mental health. Marina brought some advertisement resources such as leaflets, a banner and business cards to show the young people. Marina reported that schools have already started to share the leaflets and it is hoped within the next 6 months that a digital pack will be available to schools for schools to add mental health information to their websites.

Marina asked if the young people could speak to pupils within the schools around mental health to promote the campaign. Georgia advised that she hasn't seen any of the campaign resources in college and advised that she will speak to teachers who can publicise the campaign.

The campaign is being shared via social media, speaking to teachers and schools, and via presentations.

In relation to a question asked around the scope to advertise the campaign within the bus stations and Metrolink stations, Maria advised that she had recently discussed this with her communications team to gain permission.

Marina reported that there had been a lot of interest regarding the campaign and spoke about a press release at St Gabriel's High School and needing parental consent to obtain further photographs.

Action

1. Jeanette Richards to speak to the Operations Team about having the campaign advertised in Leisure Centres.
2. Marina to attend a future informal Youth Cabinet Meeting to update on the progress of the campaign.

APPOINTMENT OF DEPUTY YOUTH MAYOR

Evie and Areeba both stated that they wished to be considered for the role of Deputy Youth Mayor. Evie and Areeba gave a speech of why they should be considered as Deputy Youth Mayor.

Youth Members voted. Adele Crowshaw, Youth Services counted the votes from the ballot box and announced the results.

It was agreed:

1. The new Deputy Youth Mayor is Areeba.

CO-PRODUCTION KITE MARK

Heather Walton advised that the youth members are creating a Kite Mark for organisations to gain as a measure of how organisations meet young people's needs. The Kite Mark will be measured using the Children's Services 'promise'.

All Youth Cabinet members were invited to take part in an activity to create ideas of what could be used as a benchmark for an organisation to achieve the Kite Mark.

Jeanette Richards questioned how long the Kite Mark will last once an organisation has received it? Youth Members agreed that the Kite Mark should last 3 years, the Youth Cabinet can also revoke the Kite Mark and a tiered reward system will be used.

Heather Walton advised that the Bury Children's Partnership Board will promote the Kite Mark to organisations. The Kite Mark will sit with Youth Cabinet and it will be up to the Youth Cabinet members whether an organisation will be awarded with the Kite Mark.

Heather Walton suggested that in the informal Youth Cabinet meetings a process for assessment and the branding of the co-production Kite Mark needs to be decided. It was suggested that a numerical system will be the easiest way to assess organisations.

It was agreed:

1. Youth Members to discuss the Kite Mark further in the informal Youth Cabinet Meetings and bring to the next formal Youth Cabinet Meeting the finished product.

CIRCLES OF INFLUENCE

Heather Walton, updated the Youth Cabinet Meeting on the Circles of Influence event.

The issues for this year's event have been discussed by young people and are:

- Transport
- Knife crime/ youth violence
- PHSE
- Mental health
- Cost of living

Bethan Heatley, Youth Service had created a Google form which has been sent out to all secondary schools and has already received 102 responses from pupils.

It was agreed that the decision makers will attend the Circles of Influence event in the afternoon.

Phoebe questioned when an environment conference will be arranged, Heather Walton advised that the conference would likely take place in the autumn after the Circles of Influence event. Heather Walton suggested that the environment group needs to be re-launched.

THE BIG DEBATE - SHOULD THE HOUSE OF LORDS BE ABOLISHED?

All Youth Cabinet Members took part in a true and false game around facts about the House of Lords.

All Youth Cabinet Members took part in the debate and it was agreed by a majority vote that the House of Lords should not be abolished.

URGENT BUSINESS

There was no urgent business.

**Georgia
Chair**

(Note: The meeting started at 5.05 pm and ended at 7.10 pm)

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Youth Cabinet - Terms of Reference

What does the Youth Cabinet do?

Their role is to represent young people's interests, views and concerns at meetings and events with councillors. As well as this, they work on projects which aim to improve situations and solve problems that affect young people.

The Youth Cabinet acts as a voice for the views and opinions of young people across Bury. It does this by:

- Identifying what young people think about various issues, what they feel is important and what they would like to see done.
- Informing young people of the different services, groups and opportunities available to them.
- Involving young people in decisions that affect them and in the development of services and activities that exist for them
- Influencing others to encourage them to listen to young people and respond to their needs and wishes.
- Campaigning on important issues to try to bring about change or improvements for the benefit of young people.
- Promoting positive images of young people and highlighting the contribution they make to the community.
- Supporting young people to be happy, healthy and safe and help them to achieve their full potential and have fun.

Who are the youth members of the Bury Youth Cabinet?

Voting Membership of the Youth Cabinet is open to any young person who meets the following criteria;

- Is aged between 11-25 and
- Has a local connection to the Borough which could comprise of one of more of the following:
 - The young person lives in the Borough,
 - The young person schools in the Borough,
 - The young person works in the Borough, or
 - The young person attends a youth group or project in the Borough

OR

- Is a member of Youth Parliament.

Voting membership is granted indefinitely until such time as the above criteria no longer apply to the individual.

Non-Voting Membership is open to the following, in the interest of the Youth Cabinet remaining politically neutral, but informed of political work within the Borough;

- Elected Members X7

Roles

- The Youth Mayor (Chairperson)
- Deputy Youth Mayor (Deputy Chairperson)

The Youth Mayor will be elected on the first Youth Cabinet meeting of the municipal year and will Chair the Youth Cabinet Committee. The Youth Mayor will also be a co-oped member of the Children and Young People's Scrutiny Committee. The Youth Mayor will be in term for 12 months. The Deputy Youth Mayor will automatically take the role of the Youth Mayor once their term has finished.

Any Voting Member of the Youth Cabinet may put themselves forward as a candidate for any of the roles noted but must have attended at least 6 Youth Cabinet meetings (including informal meetings).

If a young person member misses three consecutive meetings, they will stand down from their role.

How do Youth Cabinet members vote?

All items put to a vote will be decided upon by a show of hands, 'For' the item, 'Against' the item, and Abstainers.

Where the outcome of any vote is hung, whereby there is not a clear result, a second vote may be held following additional representation or debate. Should the result remain unchanged the Chairperson may, at their discretion, allow the matter to be resolved via a 'best of three' 'Rock, Paper, Scissors' challenge undertaken for one 'For' voter, and one 'Against' voter.

The process of electing Voting Members to roles within the Youth Cabinet will be undertaken via a secret ballot with a Council Officer acting as the 'Returning Officer' for votes cast, announcing those duly elected to the roles upon counting the ballot papers.

For elections to Youth Cabinet roles where there is not a clear result, the same process as outlined above will take place with each contesting candidate for the role participating in the 'best of three' 'Rock, Paper, Scissors' challenge.

What are the principles of Youth Cabinet members?

Youth Cabinet members have the responsibility to uphold the following ethos and principles:

- Bury Youth Cabinet does not represent any party political view.
- The members have a duty towards the young people they represent.
- Every young person has the right to have his/her view heard and listened to by Youth Cabinet.
- Youth members should respect and listen to the views of others, challenging discrimination and promoting equal opportunities.
- Bury Youth Cabinet is a safe zone where young people feel free to be able to express their own opinions.

What are the expectations of Youth Cabinet members?

- It is important that Youth Cabinet members take their role and duty seriously when representing the Youth Cabinet.
- They must attend cabinet meetings and support as many other meetings and events as possible.
- They must maintain contact with other Youth Cabinet members and the Youth Participation Worker via WhatsApp and responding to emails, texts, telephone calls and letters.

Quorum

For a Youth Cabinet meeting to be quorate, a minimum of 4 Youth Cabinet Members must be present. In addition to this each meeting, in order to be quorate, must be supported by three Councillor members. If a meeting is not quorate, the meeting can still go ahead as planned but no decisions can be made.

Where the Chairperson and Vice Chairperson are unavailable to attend, but the meeting would otherwise be quorate, a Voting Member of the Youth Cabinet may be elected as a substitute for this meeting only, and must step down at the end of the meeting.

Agenda items, minutes and meeting papers

All agenda items will be forwarded to the Council Officer in Democratic Services by the close of business seven working days prior to the next scheduled meeting. The agenda, with attached meeting papers, will be distributed at least five working days prior to the next scheduled meeting.

The minutes of the Youth Cabinet will be prepared by the Officer in Democratic Services. The minutes of the meeting are published on Bury Council's website.

Frequency of Meetings

There will be 6 Youth Cabinet meetings scheduled for each municipal year.

Additional meetings may be called in support of Youth Cabinet projects, and must be arranged at least 10 working days in advance of the proposed meeting date.

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