

**WILTSHIRE COUNCIL
SALISBURY AREA BOARD
14th SEPTEMBER 2017**

DEVELOPING THE LOCAL YOUTH NETWORK

1. Purpose of the Report

1.1. To provide an update on work to strengthen arrangements for Salisbury's local youth network to more ably express a representative voice on grant applications and other matters affecting young people in the City.

2. Background

2.1. Attached at appendix 1 is the guidance which supports the operation of the Salisbury youth network.

2.2. The reason for the introduction of the community led model in 2014 was: to better support provision of activities by local community groups; to improve the level of engagement with young people; and to make efficiency savings (around £1m). The previous model was based on a Council-led service delivered from local youth centres which engaged relatively low numbers of young people.

2.3. In Salisbury, the youth centres at Grosvenor House and Wilton Road were providing activities for around 400 young people at the beginning of 2014. Since that time, the local youth network and the Area Board has supported 35 local youth projects providing positive activities for over 2,000 young people in the City.

3. Update

3.1 During 2014/15 and for a period in 2015/16, the Salisbury Area Board had a full-time officer supporting the youth community led model. Following a restructure of the team of Community Youth Officers across the county, Salisbury (as well as the Amesbury, Southern Wiltshire and South West Wiltshire Community Areas) were for a number of reasons left without an officer to support the community led model. The Community Engagement Managers (CEMs) in those areas have been assisting in the interim, until new arrangements have been agreed.

3.2 The main responsibilities are:

- To facilitate the provision of positive activities for young people in the area, continuing to support and help existing groups providing these activities and to work to develop new opportunities

- To create and maintain a local directory of activities available in the area
- To improve promotion of, and communications with, local groups
- To help the local youth network management group (LYNMG) and local groups with advice, funding and any other support we can offer, including assisting this group in formulating recommendations to the Area Board on how best to spend the Youth Budget

3.3 The web based local directory of youth activities available in Salisbury is currently under construction, and contains over 60 entries of youth groups, be that sporting, musical, artistic, cadets, scouting, guides etc.

3.4 Weekly, the CEM will be in contact with youth groups/projects in the area, be that to provide advice on funding, or to promote opportunities or events, or to provide any other assistance requested.

3.5 The Salisbury Youth Network Management Group currently has within its membership 8 young people drawn from St Josephs, South Wilts Grammar, St Edmunds, Sarum Academy, the UTC, Bishops, Wyvern College, Trafalgar Schools and Young Carers. However for the May and July 2017 rounds of meetings/consultations on the youth grants to the board, only 2 young people expressed a view – that was the Chairman and the Vice Chairman. Additionally, the management group comprises a number of adult mentors, including teachers, college tutors, sports development officers, housing officers and community development officers.

3.6 There is a need to identify new members and to strengthen the voice and sense of representation on the management group.

3.7 Options currently being considered to do this are:

- (a) To boost the numbers of the existing management group and to continue to meet as previously, i.e. a week /10 days before each area board to consider the grants. Councillors and colleagues have been pursuing 6 possible new young people recruits, but these have yet to be confirmed. Subject to the board's view on the options listed in this paper, following the 14th September meeting, the CEM will contact all 60+ groups on the local directory to also seek new members;
- (b) Ask local schools/ school councils to be the host of LYNMG meetings from October 2017. This way there could be a greater chance of meeting with a good number of young people, particularly if held immediately following the school day – whether at an after school club or separately convened meeting. Also, it takes away one of the barriers for the current young people attending LYNMG meetings, which is that of transport to the meetings, which have traditionally been held at City Hall or Five Rivers in the early evening. If a new school was asked to host the meeting each time – over the year, that could see 6 or 7 different schools involved each year – helping to increase the range and number of voices being

represented over that period. This arrangement may prove a problem for the involvement of the adult mentors, who would need to attend a meeting around 4pm, as opposed to 6pm, as with the current arrangements.

- (c) Identify a youth group or other community group to host the meetings for a period of time, perhaps a year, with the support of the CEM. Again, the advantage would be that there would be a greater likelihood of more young people expressing a view on grants – as the suggestion would be that the grants discussion take place as part of one of the group’s regular youth meet up sessions.
- (d) On an ad hoc basis (additional to any of the options above), take advantage of youth events happening in the city, to ask the young people attending their views on grant applications coming to the next area board meeting. This is an approach that was used for the September 2017 area board meeting – the CEM worked with Sports Development Officers to seek the views of young people attending the Park Live event at Churchill Gardens on the 7th September.
- (e) The LYNMG to run an annual youth awards ceremony (again additional to the options above), as a way of connecting with and celebrating the good done by young people across the city. This event could be used to capture more young people’s contact details, remind all of the role of the LYN and the LYNMG, and to help with the ongoing work that will be required to refresh and renew the membership of both the wider network and the management group.

4. Recommendations

4.1 To note the progress made so far.

4.2 To express a preference for any of the options detailed in paragraph 3.7.

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Positive Activities for Young People Local Youth Network (LYN) Terms of Reference

September 2014

1. Purpose

Definition of a Local Youth Network

A Local Youth Network (LYN) is a sub group of the Community Area Board. It represents a wide range of community stakeholders who work in partnership to facilitate a range of positive activities across the community area. Young people play a central role in all aspects of the LYN.

Local Youth Networks will identify local needs, priorities and outcomes and make recommendations to the Area Board on how funding for positive activities for young people should be deployed.

The obligations of the Community Area Board are set out in the *Leaders Guidance for Community Area Boards on Positive Activities for Young People*.

2. Membership

The LYN may include representatives of:

- Members of the Community Area Board
- Young people (see below)
- Schools
- Town and Parish Councils
- Community and voluntary organisations and groups
- Police
- Health organisations
- Other organisations, agencies and individuals that have a genuine interest in promoting the welfare and interests of young people

All representatives must be subject to appropriate safeguarding requirements.

The participation and involvement of young people

Young people must play a central role in all aspects of the LYN including the design, development, delivery and review of the local positive activities offer.

LYNs are encouraged to use a variety of methods to ensure young people participate and are involved in decision-making processes. Existing Youth Advisory Groups (YAGs) may provide a useful forum for involving young people, although the decision to retain these groups is for local determination.

LYNs must ensure that consultation with young people is representative and takes into account the views and needs of underrepresented groups (those with protected characteristics) to ensure compliance with the local authorities Public Sector Equality Duty.

Roles of all members of the LYN

All members will be required to:

- Take an active part in the development of the LYN and its aims.
- Ensure that their organisation is represented by a person of appropriate experience/competency (or his/her appointed deputy) who has full authority within the

relevant organisation to speak on behalf of the organisation and contribute fully to all discussions.

- Take responsibility for sharing information with the LYN relevant to their organisation/ stakeholders/sector.
- Contribute any information that may have a bearing on positive activities and ensure that this is shared with the LYN.
- Champion the voice and influence of young people in decision making.
- Be open and honest and work collaboratively.
- Work to promote equality and non-discriminatory practices in all aspects of the LYNs activities.
- Respect all members of the LYN and invited representatives.
- Work to improve outcomes for young people and ensure high quality safeguarding practice.

3. Structure and operation

The wider LYN may come together at events, workshops, youth fairs, meetings and consultations, operating in a way which encourages active engagement, dialogue, debate and improved partnership working between key stakeholders.

A smaller management group will take responsibility for coordinating and planning the LYNs activities. The Chair of the group will be decided locally (and could be a young person). The group will include a member of the Community Area Board, who will work with the Chair to present recommendations and provide updates on progress at Area Board meetings.

The management group will generally comprise of no more than ten members including:

- The chairperson and such other Area Board representatives as wish to attend
- Young people (at least 2)
- A local school representative
- Voluntary/community sector representative
- Any other key stakeholders identified locally

The management group will be supported by:

- The Community Youth Officer
- The Community Area Manager / Community Engagement Officer
- Such other officers as may be appropriate

The appointment of members (excluding officers) to the management group will normally be agreed at a full meeting of the Area Board. Membership may be varied, with the agreement of the Area Board Chairperson, subject to approval at the next full Area Board meeting.

Where required for flexibility, the Area Board may appoint an unnamed representative of an organisation to the management group (e.g. Town/Parish Council or Community Area Partnership) to ensure that the organisation is always represented at meetings. However, it is preferred that the same representative attends if possible to ensure consistency of membership.

If nominal membership of the management group exceeds ten members, attendance at meetings should be sought by those most appropriate to the agenda.

Key responsibilities for the management group include:

- Facilitating and coordinating the process to design, develop, deliver and review positive activities for young people in the local area;
- Maintaining regular and effective communication between all members of the LYN;

- Developing a written overview of the needs, outcomes, priorities and objectives for positive activities in the local area;
- Making recommendations to the Community Area Board on how positive activities funding should be deployed (to include evaluating grant requests and identifying suitable suppliers of positive activities);
- Overseeing the work plan of the Community Youth Officer;
- Monitoring and reporting on the quality and effectiveness of local youth activities;
- Addressing any conflicts of interest that may arise as part of the local decision making process.

Recommendations to the Community Area Board will usually be reached by consensus but if necessary these can be agreed by a vote.

The management group may invite representatives from local organisations/agencies to its meetings etc to provide expertise or to share local knowledge on activities, projects and programmes in the area.

The frequency, location and format of LYN activities should be determined locally, however it is recommended that the management group meets at least six times per year.

4. Media Relations

Members of the LYN may not issue media statements on behalf of the Community Area Board. Any media statements about the work of the LYN should be agreed with between the LYN and Chairperson of the Community Area Board.

5. Review

These terms of reference are subject to change and may be reviewed by the Leader on an annual basis.