



Notice of meeting of

Young People's Working Group

To: Councillors Jamieson-Ball (Chair), Aspden (Vice-Chair), Kind, King, Runciman and Vassie

Date: Thursday, 13 July 2006

Time: 5.00 pm

Venue: Guildhall, York

AGENDA

1. **Declarations of Interest**

At this point, Members are asked to declare any personal or prejudicial interest they may have in the business on the agenda.

2. **Minutes** (Pages 1 - 6)

To approve and sign the minutes of the last meeting of the Young People's Advisory Panel, held on 25 April 2006.

3. **Public Participation**

At this point in the meeting, members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Group's remit may do so. The deadline for registering is **10:00 am on Wednesday, 12 July.**

4. **Hear By Right - Next Steps** (Pages 7 - 18)

This report summarises the Hear By Right Standards for Children and young People's involvement, looks at where City of York Council currently stands against the standards and highlights some recommended action points.

5. Reviewing the Children and Young People's Champion Selection Process (Pages 19 - 24)

This report looks at the lessons learned from the selection process for the Children and Young People's Champion this year and sets out actions for consideration in designing and undertaking future selection.

6. The Remit and Future Work of the Young People's Working Group (Pages 25 - 34)

This report informs Members of the decision taken by the Executive Member for Children's Services and Advisory Panel to approve a remit for the Young People's Working Group, including arrangements for dealing with the Group's future work plan.

7. Urgent Business

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:

Name: Fiona Young

Contact details:

- Telephone – (01904) 551024
- E-mail – fiona.young@ork.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

CITY OF YORK COUNCIL**MINUTES**

| | |
|-----------|---|
| MEETING | YOUNG PEOPLE'S ADVISORY PANEL |
| DATE | 25 APRIL 2006 |
| PRESENT | COUNCILLORS ASPDEN (in the Chair), D'AGORNE, JAMIESON-BALL, KIND and RUNCIMAN |
| APOLOGIES | COUNCILLORS BLANCHARD and HOLVEY |

78. DECLARATIONS OF INTEREST

Members were invited to declare any personal or prejudicial interests they had in the business on the agenda.

Councillor D'Agorne had a standing personal declaration as an employee of York College.

Councillor D'Agorne declared a personal interest in relation to Agenda Item 4 (Recommendations for Improving Youth Service Standards Fund) as his daughter was a member of the York Youth Theatre Group.

Councillor Runciman declared a personal interest in relation to Agenda Item 4 (Recommendations for Improving Youth Service Standards Fund) as a Board member of the York Youth Theatre Group.

79. MINUTES

RESOLVED: That the minutes of the meeting held on 16 March 2006 be approved and signed as a correct record.

80. PUBLIC PARTICIPATION

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

81. RECOMMENDATIONS FOR IMPROVING YOUTH SERVICE STANDARDS FUND

Members considered a report which outlined spending options for consideration by the Executive Member in relation to the £25K which had been allocated to develop services and provisions for young people in the City.

The options for consideration were

| Option | Description | Cost | Scrutiny recommendation |
|--------|--|--------|---|
| A | Part time Voice and Influence support worker | £6400 | 2- to support the work of the Children and Young People's Champion and panel |
| B | Furniture for City Screen | £2000 | 5a- developing sites for young people in the City Centre |
| C | Furniture for the new One Stop Shop | £3000 | 5b- developing a One Stop Shop for the City |
| D | Match funding for a leaflet that promotes activities available for children and young people | £8000 | 14a- raise awareness about provision for young people across the City. |
| E | One session of Urbie provision | £6000 | 9b- provide support to flexible youth provision |
| F | Two sessions of Urbie provision | £12000 | 9b- provide support to flexible youth provision |
| G i) | Youth Theatre discussion group | £5000 | 4c- promotion of informal events for young people to share their views |
| ii) | Catalyst/Youth Theatre Inclusion Project | £5000 | 11a- activities to proactively engage young people and deter from anti-social behaviour |
| iii) | First Stop Theatre; subsidised transport scheme | £2400 | 16a- reducing the cost of travel for young people |
| iv) | Social Inclusion/ Literacy Project: | £5000 | 11a- activities to proactively engage young people and deter from anti-social behaviour |
| H | Part-time youth volunteer worker | £10000 | 1b- encourage initiatives to empower young people |
| I | Go karting project | £5000 | 11a- activities to proactively engage young people and deter from anti-social behaviour |

Members commented as follows

- That it would be useful to have people rather than equipment but questioned whether this could be extended at the end of the year.
- The creation of the Champion post would create additional work.
- There was a need to move forward the Hear by Rights standards.

Officers updated that there was a need for greater clarity for the Group and a tighter focus to ensure that it supported Voice and Influence. Soundings were required from young people on spending and there was a need for engagement with other Directorates. Members were also reminded of the Youth Opportunity and the Youth Capital fund monies which were allocated by the Government to assist with capital projects eg furniture/buildings but only if that was what young people required. Any proposals would require tying in with consultation already undertaken with young people and required detailing in a report to the Executive Member.

RESOLVED: That the Executive Member be asked to consider the following suggestions as spending options for the £25k allocation with any projects not classed as Voice and Influence work being forwarded for consideration by the Youth Opportunities Fund:

- Part time Voice & Influence Support Worker - £6400
- Match funding for the promotion of activities available for children and young people (could include leaflet) - £8000
- Catalyst/Youth Theatre Inclusion Project - £5000
- Remaining monies to be used towards improve the future election process to nominate the Young People's Champion

Councillor Kind joined the meeting at this point.

82. YOUTH MATTERS – NEXT STEPS

Members considered a report which outlined the developing strategies to create an Integrated Youth Support Service for the city.

Members were reminded that in 2005 the Government published the Youth Green Paper, Youth Matters which aimed to radically re-shape services for young people. Local authorities, working through children's trusts, would lead on developing an integrated youth service providing a variety of services. A copy of the Summary Youth Matters: Next

Steps was circulated to Members at the meeting. It was noted that the full document could be downloaded at www.everychildmatters.gov.uk

Officers updated that there were three emerging strategic developments which directly involved the Youth Service which were:

- An Integrated Youth Support Service Pilot
- A city centre 'One Stop Shop'
- A Targeted Youth Support Pathfinder

Members commented as follows

- Questioned what being a Targeted Youth Support Team Pathfinder would involve.
- Problem of time issues with named professionals in supporting young people.
- That although all young people would require someone in the 'champion role', for the majority, this would not be an onerous task.

RESOLVED: That the Panel note the report and Member comments.

Councillor Runciman left the meeting at this point.

83. CHILDREN AND YOUNG PEOPLE'S CHAMPION

Officers updated on the current situation relating to the nomination of the Children and Young People's Champion. At the Secondary School Council Day on 8 March voting had taken place and this had been followed by all secondary schools being sent a pack extending the voting if they chose. It was reported that there had been an excellent response and great interest in the appointment.

The Primary Schools had also been sent the information pack outlining details of both candidates and details of how to vote. The final date for receipt of votes for the nominations was Friday 5 May 2006. A review would then be undertaken once the process was complete.

Members commented that the candidates would need to feedback how the process went and any improvements that could be made to future ballots.

RESOLVED: That the update be noted.

84. YOROK WEB PAGE

Members received details, which had been circulated by email, of the future Children's Trust Website developments. It was reported that the York Children's Trust Unit along side the Children's Information Service were undertaking a "cross-agency" web project. The overall aim was to create a website that acted as an information portal for children, young

people and parents and a directory of available services in York across a wide variety of sectors.

It was proposed to launch the website in August 2006 with the aim of reaching the 0-19 years age group.

Members commented that the site needed to link in with existing networks to alleviate the need to update too much information.

RESOLVED: That update be noted.

85. WORK PLANNING FOR THE FUTURE

Members discussed the work plan for future meetings and the Chair thanked Members for their involvement with the Panels work during the last year.

RESOLVED: That the following work plan for future meetings be agreed;

| Date of Meeting | Business to be considered |
|------------------------|---|
| 18 May 2006 | <ul style="list-style-type: none">• Meeting cancelled. |
| 14 June 2006 | <ul style="list-style-type: none">• Report outlining the focus for the new Young People's Working Group (Voice & Influence main focus), suggesting how to reach the whole children's agenda, its relationship to the Champion and the Council as a whole, a forward plan, consideration to be given to frequency of meetings etc• Feedback relating to election of Young People's Champion• Hear by Rights Standards – moving forward report (if available) |

K ASPDEN
Chair

The meeting started at 5.00 pm and finished at 6.25pm

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Young People's Working Group

July 13th 2006

Report of the Director of Learning, Culture and Children's Services.

HEAR BY RIGHT- NEXT STEPS

Summary

1. This report summarises the Hear By Right Standards for Children and young People's involvement, looks at where City of York Council currently stands against the standards and highlights some recommended action points.

Background

2. In April 2003 Leisure and Heritage EMAP agreed that there are benefits to involving young people actively in the Local Authority and that this involvement should be based on the principles outline in the Hear By Right document. It was agreed that a corporate policy on young people's involvement should be developed based on these principles and that it should be in place by the end of 2003. Work was begun to develop this policy and some initial consultations took place with young people and partner organisations, as well as with other directorates. However the policy was never completed or adopted.
3. Since then, much work has been undertaken around the active involvement of children and young people, and increasing emphasis has been placed on its importance in national policy. The Next Steps document recommends young people's involvement in allocating money to projects through the Youth Opportunities Fund and the Youth Capital Fund. Locally the Yor-OK Children's Trust has established the Involvement Group which has the responsibility for:
 - Co-ordinating and supporting involvement work with children, young people and parents undertaken by partner agencies and services,
 - Identifying best practice and what works
 - Ensuring that the views of children and young people and parents inform the design, development, delivery and evaluation of children and young people's services.
4. The Young People's Scrutiny Panel undertook work looking at the needs of young people in the City. The Children and Young People's Advisory Panel supported the selection of the first Children and Young People's Champion for York. Given the progress made since the adoption in principle of the Hear By

Right standards, their application provides a key opportunity to take stock of involvement and participation work within the City.

5. Hear By Right has been developed by the National Youth Agency and the Local Government Association, it provides a framework against which involvement work can be mapped and developed. It sets out 7 Standards against which young people's involvement is considered and asks organisations to evaluate their performance in each area against a seven criteria. Hear By Right is a very comprehensive document which presents challenges when applied across the whole Council.
6. Work has been done to adapt and condense the Hear By Right standards into a format that can be used to map and plan involvement work across the Council. (See appendix 1).
7. Once the revised standards are approved the The YorOk Children's Trust Involvement Group will use them to undertake a mapping and planning exercise that looks at Involvement work within the City. This will enable priorities to be set for the work in the next 12 months.

Consultation

8. The Yor Ok Children's Trust Involvement Group have been consulted about the revised version of the standards and their comments incorporated.

Corporate Objectives

9. Adopting and utilising the revised Hear By Right Standards supports Councils objectives by:
 - Encouraging all Children and Young People to become Active Citizens
 - Consulting with young people about the future of the City and about provision by the council on behalf of children and young people.

Implications

10.
 - **Financial** There are no implications.
 - **Human Resources (HR)** There are no implications.
 - **Equalities** There are no implications.
 - **Legal** There are no implications
 - **Crime and Disorder** There are no implications
 - **Information Technology (IT)** There are no implications

Risk Management

8. There are no risk management implications.

Recommendations

9. Members are asked to consider:

- 1) The revised Hear By Right Standards and adopt their use.

Reason: In order to take forward voice and influence work with children and young people.

Contact Details

Author:

*Carole Pugh
Voice & Influence Co-ordinator
Youth Service
628829*

Chief Officer Responsible for the report:

*Patrick Scott
Director, Learning Culture and Children's Services*

Report Approved **Date** 26th June 2006

Report Approved **Date** *Insert Date*

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Annexes

Hear By Right: Revised Standards for City of York Council

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Annex 1

**Hear By Right:
Revised Standards for City of York Council**

June 2006

| | |
|--|--|
| SHARED VALUES: What everyone believes | We expect that through out the involvement of children and young people, there are clear shared values where everyone is respected and is treated equally, with honesty, openness and sharing of information. |
|--|--|

| | | Met? | How are we meeting this? | Priorities for Action |
|--------------------|--|------|--------------------------|-----------------------|
| EMERGING | 1.1 The organisation adopts shared values for the active involvement of children and young people (Hear By Right, UN Convention on the rights of the Child) | | | |
| ESTABLISHED | 1.2 The shared values are made visible and accessible to a wide range of staff and children and young people by, for example, mission statement, charter, pledge or entitlement card | | | |
| ADVANCED | 1.3 Shared values are agreed with partner organisations and community groups and are used to set policy and review performance | | | |

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| STRATEGIES The plan | We expect a strategy for the active involvement of children and young people that is simple, easy to understand, that works for the children and young people involved, is exciting and challenging and is young people friendly. |
|--------------------------------------|--|

| | Met? | How are we meeting this? | Priorities for Action |
|---|------|--------------------------|-----------------------|
| EMERGING 2.1 The strategic plan for active involvement is agreed and in place, with key staff, roles and resources identified for its implementation | | | |
| ESTABLISHED 2.2 Other plans in the organisation are complementary and refer to the active involvement strategy | | | |
| ADVANCED 2.3 The strategy identifies and includes key local partnerships, as well as links to regional and national structures to promote the active involvement of children and young people | | | |

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|---|---|
| STRUCTURES The Scaffolding | We expect effective structures for hearing our ideas and helping us take part, which are useful, reliable, and simple and include a wide range of children and young people. |
|---|---|

| | Met? | How are we meeting this? | Priorities for Action |
|---|------|--------------------------|-----------------------|
| EMERGING 3.1 A range of approaches are in place, both formal and non formal, that encourage and enable the participation of children and young people on their own terms and in ways they feel comfortable with | | | |
| ESTABLISHED 3.2 There are structures that make sure a range of children and young people's views (including marginal groups) are built in to decision-making | | | |
| ADVANCED 3.3 Children and young people have effective representation on local cross agency partnerships that affect them and participate in decision making and scrutiny structures. | | | |

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|-----------------------------------|---|
| SYSTEMS: The Machinery | We expect strong and reliable systems to be in place (like transport and money) that make it possible for us to get involved easily and safely and which use technology in a friendly way. |
|-----------------------------------|---|

| | Met? | How are we meeting this? | Priorities for Action |
|---|------|--------------------------|-----------------------|
| EMERGING 4.1 Policies are in place to make sure children and young people's participation is safe, sound and effective and recording and evaluation systems are in place to identify and share learning and evidence of change arising from children and young people's participation | | | |
| ESTABLISHED 4.2 Communication systems are in place for recording, reporting and celebrating children and young people's active involvement (for example, newsletters, web, radio, articles, awards evenings) | | | |
| ADVANCED 4.3 Children and young people help decide appropriate rewards for their active involvement and / or have direct control over identified budgets | | | |

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| STAFF The workers who build | We expect all staff we meet to be good at their jobs and hard working, but also understanding, trusting and extremely friendly. They must also be fair and not patronising. |
|--|--|

| | Met? | How are we meeting this? | Priorities for Action |
|---|-------------|---------------------------------|------------------------------|
| EMERGING 5.1 Children and young people contribute to the recruitment and selection and induction of key staff | | | |
| ESTABLISHED 5.2 Young people are volunteers or employed in the organisation, for example as trainers, researchers or mentors | | | |
| ADVANCED 5.3 Children and young people take an active part in the induction of relevant service manager, elected members or trustees. | | | |

| | |
|--|---|
| SKILLS & KNOWLEDGE The workers skills | We expect staff to have skills that are varied and useful ,including teamwork and getting on with children and young people. We expect to have chance to develop our skills as well. |
|--|---|

| | Met? | How are we meeting this? | Priorities for Action |
|---|------|--------------------------|-----------------------|
| EMERGING 6.1 There is capacity building for staff to gain skills for the safe, sound and effective participation of children and young people | | | |
| ESTABLISHED 6.2 There is accredited capacity building for children and young people to develop skills and knowledge to make change happen, including in negotiation, presentation and finance | | | |
| ADVANCED 6.3 Children and young people help deliver training and capacity building to partner organisations | | | |

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| STYLE OF LEADERSHIP: The Bosses | We expect that there should be a simple, fair and friendly style of leadership. We should be able to be involved in all decisions. |
|--|---|

| | | Met? | How are we meeting this? | Priorities for Action |
|--------------------|--|-------------|---------------------------------|------------------------------|
| EMERGING | 7.1 Key managers and leaders act as champions for the active involvement of children and young people, with clearly identified responsibilities | | | |
| ESTABLISHED | 7.2 Children and young people have a range of opportunities to meet senior staff, elected members or trustees to be included in decision making and promote active involvement | | | |
| ADVANCED | 7.3 Leadership of specific projects and appropriate services involves both children and young people and adults | | | |



Young People's Working Group

13th July 2006

Report of the Director of Learning, Culture and Children's Services.

REVIEWING THE CHILDREN AND YOUNG PEOPLE'S CHAMPION SELECTION PROCESS

Summary

1. This paper looks at the lessons learned from the selection process for the Children and Young People's Champion this year and sets out actions for consideration in designing and undertaking future selection.

Background

2. In April/ May 2006 City of York involved 1600 children and young people in selecting the City's first Children and Young People's Champion. This selection process was undertaken via primary and Secondary schools councils. The opportunity to participate was also extended to all secondary schools in the City via a DVD and small resource pack. 4 secondary schools took this up. The selection process was run on a very short timescale, because of the opportunity presented by the School council Conferences.
3. This first selection process can be viewed as a pilot. There are a number of areas where we can learn from and develop the process in future years:
 - a. There were no clearly set out or agreed election rules
Action: Draw up and agree election rule before the process begins.
 - b. Due to short notice candidates were not always available for hustings
Action: Draw up and publish an election timetable at the beginning of the process so that any potential candidates are aware of dates in advance.
 - c. Officers performed mixed roles, acting as returning officer as well as election agents
Action: Returning Officer role to be fulfilled by representative from Democratic Services.
 - d. Whilst all primary and secondary schools within the LEA were offered the opportunity to participate in the process, not all accepted and not all offered the opportunity to vote to all students, as a consequence of

which not all children and young people had the same opportunity to participate.

Action: Be clear about the selection process, whether it is a full election open to all or a selection by a sample of the age group.

Options

4. There are a number of options for undertaking the selection process in following years which are outlined below:

Option 1: Full election process run in all schools

5. Full election process- involving all primary and secondary schools within the City. This would cost around £4k (£3k for transport of polling booths/ ballot boxes. £210 for production of 22000 numbered ballot cards , £500 To produce materials to support the election process that would be distributed to schools). Young people themselves would be involved in organising the elections within the schools with support from teachers, this includes counting the ballot papers.

Analysis

6. This option is very expensive and would use most of the remaining Voice and Influence budget. It would also require additional Officer time in terms of getting schools on board and co-ordinating the process, which is not currently available. If schools were not willing to participate, the children/ young people from that school would not be able to participate. It would extend the number of children and young people who are able to participate and promote the work of the Champion. The children and young people would have limited opportunities to have face to face contact with the candidates as organising visits to the 67 schools across the City would be problematic.

Option 2: Election at the primary/ secondary school council conferences

7. This would be similar to the process run this year with voting being open to the children and young people who attend the school council conferences for primary and secondary schools. This would include a hustings which both candidates would attend and the children and young people would vote based on this.

Analysis

8. This limits the number of children and young people who participate in the selection process. Young people who attend a school without a school council or schools that are unable to attend on the day would not be able to participate. However it creates an easily manageable process that is transparent and deliverable within existing budget and officer time.

Option 3: Hustings at the school council conferences followed by simpler voting process in schools.

9. Both candidates would attend a hustings event at the primary and secondary school council conferences. Information from this would form the supporting pack that are sent to schools, including a short DVD of the key point from the

hustings at the conferences. Voting would then take place in schools. The voting process would be overseen by the schools on photocopy-able voting cards, without the provision of ballot boxes and polling booths.

Analysis

10. This would cost around £500 to produce the support packs for schools. It provides an opportunity for a cross section of children and young people to meet and talk to the prospective candidates face to face, which was something they said they preferred. However, equal participation of all schools cannot be guaranteed so not all children and young people could be guaranteed a chance to participate. The scaled down voting processes is manageable within existing officer time as it requires less commitment from schools.

Option 4: I'm a councillor get me out of here.

11. "I'm a councillor get me out of here" is a national scheme. It offers a national web based approach that is run during democracy week as the forum for the selection. It gives children and young people the option to spend up to 2 weeks questioning and chatting to councillors on line. The councillors use the site to publish their manifestos and answer questions asked by children and young people. The young people then vote for the councillor of their choice, and councillors are evicted until only the winner for each Council is left. The process is time specific and only runs over 2 weeks in October (coinciding with democracy week). There are national press campaigns to promote the event.

Analysis

12. This process is relatively expensive and does not extend the numbers of children and young people who can be involved. It costs £2k to sign up, for which the authority receives 20 Teacher packs (each contain 40 passwords cards- so only 40 young people can vote). An additional 800 passcards are included, meaning that in total 1600 young people can vote (which is approximately the same as participated in the last selection process). The site organisers have indicated that we could buy additional pass cards and teacher packs if we wanted, but this would increase the cost to around £3750. This process is targeted at secondary school pupils and so it might not be appropriate for primary schools. The process relies heavily on the Internet, which may limit children and young people's opportunity to engage. Any participation during lesson times would require access to an IT suite. Further participation would mean the young person would need access to a computer outside school time. It is not clear how many young people in each school would actually be able to participate given these limitations, or how many schools would be able to engage fully with the process. This method ensures a relatively secure voting process.

Frequency of elections

13. Option 1: elections occur annually

This establishes the process in the minds of Children and Young People, offering regular opportunities for them to have their say about the role the Champion plays and will also serve to promote the role of the Champion and the work they undertake. However this requires an annual expenditure of resources and time on the selection process and means the Champion has a

short time in post to achieve things. It also requires that there are at least 2 candidates prepared to stand for the position each year.

14. **Option 2: Elections occur in line with council elections**

This fits in with the local election schedule and can be linked to this process, which will inform children and young people about the operation of local democracy. It allows the Champion an extended period in post to build networks and make changes.

Date of next election

15. It is proposed that the next election takes place in October 2007. This follows the next local council elections, allowing time for members roles to be allocated before candidates are sought. This can also coincide with democracy week and can tie to nation campaigns and information.

Corporate Objectives

16. Involving children and young people in the selection of their Champion meets the Council objectives of:
- Encouraging all Children and Young People to become Active Citizens
 - Consulting with young people about the future of the City and about provision by the council on behalf of young people.

Implications

- 17.
- **Financial** Any spend is within existing budgets, so there are no financial implications.
 - **Human Resources (HR)** No implications.
 - **Equalities** No implications.
 - **Legal** No implications.
 - **Crime and Disorder** No implications.
 - **Information Technology (IT)** No implications.
 - **Other** No implications.

Risk Management

18. There are no risks associated with this report.

Recommendations

19. That the Working Group advise the Executive Member that:

- 1) Election rules are set and agreed before the process is run again and a clear timetable set out 3 months in advance of election date

Reason: to ensure the fair and smooth running of the election process

- 2) Members agree to the process outlined as option 3 (para 9)

Reason: This ensures a cross section of children and young people have an opportunity to talk with the candidates face to face as well as extending the option to vote to the maximum amount of children and young people at a reasonable cost.

- 3) Members agree that the selection process should be run every 4 years (para 14) in line with local council elections and the next process should be undertaken in October 2007 (para 15).

Reason: in order to allow the Champion time to achieve changes and to tie in with local democratic processes.

Contact Details

Author:

Carole Pugh
Voice & Influence Co-ordinator
Youth Service
628829

Chief Officer Responsible for the report:

Patrick Scott
Director, Learning Culture and Children's Services

Report Approved tick Date *Insert Date*

Report Approved tick Date *Insert Date*

Wards Affected: *List wards or tick box to indicate all*

All tick

For further information please contact the author of the report

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Young People's Working Group

13th July 2006

Report of the Head of Civic, Democratic and Legal Services

The Remit and Future Work of the Young People's Working Group

Summary

1. This report informs Members of the decision taken by the Executive Members for Children's Services and Advisory Panel to approve a remit for the Young People's Working Group (YPWG).

Background

2. On 8 June 2006, the Executive Member for Children's Services and Advisory Panel considered a report entitled "Voice and Influence". The report reviewed the remit, membership, frequency and powers of the YPWG (previously the Young People's Advisory Panel), in the light of the Council's new Constitution and the recent appointment of the City's first Children and Young People's Champion.

Proposed Remit

3. The proposals presented in the report were as follows:
 - a) That the Group should focus on:
 - Ensuring there are appropriate systems for Children and Young People's participation and involvement in place across the council (using the Hear By Right Standards as a guide). This would include: maintaining an overview of involvement work across the council and maintaining an overview of the use of monies that are subject to children and young people's recommendations.
 - Seeking children and young people's views on particular issues (e.g. those on the forward plan for EMAP) and making representations about how these may be reflected in policy.
 - Driving forward issues raised by children and young people through this process and ensuring accountability results from involvement and consultation work
 - Receiving and making recommendations about the programme of activity proposed by the Children and Young People's Champion, to provide support to the Champion and ensure that action taken is relevant to the policy agenda set out in the Children and Young People's Plan.

- b) That it might be useful for the Group to co-opt or invite specialists to attend the group to address specific issues raised by children and young people, as appropriate.
- c) That regular Officer support for the Group should be provided through the Youth Service.
- d) That the relationship between the YPWG and the Involvement Group within the Children's Trust needed to be clearly spelled out in order to avoid overlap and confusion.
- e) That the Group should meet on a quarterly rather than a monthly basis, to allow time for high quality Officer support.
- f) That the Group's working forward plan should be co-ordinated by the Departmental Management Team for Learning, Culture and Children's Services.

Executive Members' Decision

- 4. The Executive Members, on the advice of the Advisory Panel, approved the remit proposed for the Young People's Working Group. This decision is recorded in the minutes of the meeting, which are attached as Annex 1 to this report (minute 7 refers).

Consultation

- 5. The remit is based upon recommendations originally made by the Young People's Scrutiny Panel, which involved and consulted young people throughout its existence.

Corporate Objectives

- 6. The work of the YPWG, and ensuring that it has a properly agreed remit, supports the Councils objectives by:
 - Encouraging all Children and Young People to become Active Citizens
 - Consulting with young people about the future of the City and about provision by the Council on behalf of children and young people.

Implications

- 7.
 - **Financial** There are no financial implications.
 - **Human Resources (HR)** There are no HR implications.
 - **Equalities** There are no direct Equalities implications.
 - **Legal** There are no Legal implications

- **Crime and Disorder** There are no Crime and Disorder implications
- **Information Technology (IT)** There are no IT implications

Risk Management

8. There are no risk management implications.

Recommendations

9. Members are asked to note:
- (a) the approved remit for the Young People's Working Group; and
 - (b) that future reports will be received setting out a work plan with targets based on that remit.

Reason: To ensure that the Working Group can pursue its work within a clear set of parameters.

Contact Details

Author:

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551024*

Chief Officer Responsible for the report:

*Suzan Hemingway
Head of Civic, Democratic and Legal Services*

Report Approved **Date** 4th July 2006

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Annexes

Annex 1 – Minutes of the meeting of the Executive Member for Children's Services and Advisory Panel held on 8 June 2006.

Background Papers

Voice and Influence – Report to meeting of the Executive Member for Children's Services and Advisory Panel held on 8 June 2006.

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City of York Council

Minutes (draft)

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| MEETING | EXECUTIVE MEMBERS & CHILDRENS SERVICES ADVISORY PANEL |
| DATE | 8 JUNE 2006 |
| PRESENT | <p>COUNCILLORS RUNCIMAN (EXECUTIVE MEMBER), JAMIESON- BALL (EXECUTIVE MEMBER), ASPDEN, CUTHBERTSON, KING, D'AGORNE, LIVESLEY, FRASER, MS F BARCLAY (CO-OPTED NON- STATUTORY MEMBER), MRS A BURN (CO- OPTED NON-STATUTORY MEMBER), MRS J ELLIS (CO-OPTED NON-STATUTORY MEMBER), MS B REAGAN (CO-OPTED NON- STATUTORY MEMBER), JOHN BAILEY (CO- OPTED STATUTORY MEMBER) AND MR A LAWTON (CO-OPTED STATUTORY MEMBER)</p> <p>STATUTORY CO-OPTED MEMBERS RUNCIMAN (EXECUTIVE MEMBER), JAMIESON- BALL (EXECUTIVE MEMBER), ASPDEN, CUTHBERTSON, KING, D'AGORNE, LIVESLEY, FRASER, MS F BARCLAY (CO-OPTED NON- STATUTORY MEMBER), MRS A BURN (CO- OPTED NON-STATUTORY MEMBER), MRS J ELLIS (CO-OPTED NON-STATUTORY MEMBER), MS B REAGAN (CO-OPTED NON- STATUTORY MEMBER), JOHN BAILEY (CO- OPTED STATUTORY MEMBER) AND MR A LAWTON (CO-OPTED STATUTORY MEMBER)</p> <p>NON STATUTORY CO-OPTED MEMBERS RUNCIMAN (EXECUTIVE MEMBER), JAMIESON- BALL (EXECUTIVE MEMBER), ASPDEN, CUTHBERTSON, KING, D'AGORNE, LIVESLEY, FRASER, MS F BARCLAY (CO-OPTED NON- STATUTORY MEMBER), MRS A BURN (CO- OPTED NON-STATUTORY MEMBER), MRS J ELLIS (CO-OPTED NON-STATUTORY MEMBER), MS B REAGAN (CO-OPTED NON- STATUTORY MEMBER), JOHN BAILEY (CO- OPTED STATUTORY MEMBER) AND MR A LAWTON (CO-OPTED STATUTORY MEMBER)</p> |
| APOLOGIES | COUNCILLORS BRADLEY, KIND, MR M GALLOWAY, THOMAS, MS C DUFFY AND DR D SELICK |

1. Declarations of Interest

The following Members and Co-optees declared a general personal interest in the items on the agenda :

Councillor Runciman – Governor of Joseph Rowntree School and Trustee of the Theatre Royal.

Councillor Aspden – Governor of Knavesmire Primary School. Member of the National Union of Teachers (NUT). Teacher at Norton College, Malton, North Yorkshire.

Councillor Cuthbertson – Governor of Headlands Primary School

Councillor D’Agorne – Governor of Fishergate School, Employee of York College Student Services.

Councillor King – Governor of Burton Green School

Councillor Fraser – Governor of Knavesmire Primary School, Member of Unison

Councillor Livesley – Governor of Bishopthorpe Infant School.

Mr J Bailey – Governor of Huntington School

Mr A Lawton as governor of Canon Lee School

Ms F Barclay – ATL: Branch Secretary for City of York

Mrs A Burn – Headteacher and Governor of Yearsley Grove Primary School and Secretary of the York branch of the NAHT

Mrs J Ellis – Governor of Burton Green Primary School

Ms B Reagan is a teacher at Joseph Rowntree School, SENCO and Secretary of the York Association of the National Union of Teachers.

Mr M Thomas is the secretary of the York Association of NASUWT.

2. Minutes

RESOLVED: That the minutes of the last meeting of the Executive Member for Education & Children’s Services and Advisory Panel, held on 16 May 2006 be approved and signed as a correct record.

3. Public Participation

It was reported that there had been no registrations to speak under the Council’s Public Participation scheme.

4. Children's Services Revenue Outturn

Members received a report which set out the draft outturn figures for the financial year 2005/6. It was noted that the figures were split to show outturn for both Education and Social Services and although those figures were provisional there were no significant changes expected.

Councillors were pleased to see that since the administration of Home to School Transport had been transferred from DEDs to Children’s Services, an overall saving of £171k had been achieved. It was also reported that this saving had been made together with an improvement in quality of

service, as shown by a reduction in the number of complaints received from parents.

The report highlighted the following issues:

- Backdated rate refunds on a number of schools most notably Archbishop Holgate's following its change in status to Voluntary Aided.
- Savings made within the finance team due to a number of vacant posts one of which had recently been filled
- Increased legal fees - currently under investigation with Legal Services.
- Section 34 – Increase in expenditure due mainly to the high number of contact commitments arising from care proceedings

The reports also requested a carry forward budget of £179k as a contribution from the Council to enable the department and schools to benefit from a further £179k of DfES grant.

Advice of the Advisory Panel:

That the Executive Member be advised to;

- Approve the draft revenue outturn for 2005/06 and note that the net underspend will be transferred to the council's reserves.
- Agree the carry forward set out in paragraph 12 totalling 179k, subject to the approval of the Executive

Decision of the Executive Member:

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To inform the Executive Member

5. Capital Outturn

Members considered a report which presented the final out-turn position of the 2005/06 Education Capital Programme. It included details of:

- **changes to existing schemes to allow the more effective management and monitoring of the future Capital Programme**
- **new externally funded schemes and sought approval for their addition to the 2006/07 to 2008/09 Education Capital Programme**
- **the financial slippage to or from future financial years**

Advice of the Advisory Panel:

That the Executive Member be advised to;

- note the capital programme outturn for 2005/06 as highlighted in the report and summarised in Annex A.
- approve the slippage to and from financial years to allow the effective monitoring of the schemes.
- agree the revised capital programme as shown at Annex A, subject to the approval of the Executive.

Decision of the Executive Member:

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed.

REASON: To inform the Executive Member

6. Local Authority Governor Appointments

Members considered a report which informed Members of the current position with regard to vacancies for LEA seats on governing bodies, the current list of nominations for those vacancies was detailed in Annex One of the report, and to request the appointment, or re-appointment, of the listed nominees.

Advice of the Advisory Panel:

That the Executive Member be advised to appoint, or re-appoint LEA School Governors, to fill vacant seats as proposed in Annex One of the report.

Decision of the Executive Member:

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed and thanks be expressed to previous and existing governors for their hard work

REASON: To progress work in this area

7. Voice & Influence - Recommendations from the Young People's Working Panel

Members received a report which sought approval for the remit, membership, frequency and powers of the Children and Young People's Working Panel (CYPWP). The following was discussed:

- The working panel would make recommendations not only to Children's Services EMAP but to other EMAPs as appropriate.

- The need for continued external funding
- Meetings to be moved to a quarterly basis to allow time for high quality officer support
- Proposals which had not previously been implemented due to budget constraints were now to be recommended for expenditure in 2006/07
- The need to link in with broader Youth Services across the city and encourage all children and young people to become active citizens.

Advice of the Advisory Panel:

That the Executive Member be recommended to:

- Approve the remit proposed for the CYPWP
- Approve the expenditure on the 'Voice and Inclusion' budget

Decision of the Executive Member:

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed

REASON: To provide a clear sense of direction for CYPWP and encourage the involvement of children and young people as active citizens

8. Derwent Infant & Junior School - Joint Governing Body Working Party - Consultation of Federation

Members received a report which described a joint proposal from the governing bodies of Derwent Infant and Derwent Junior schools to federate the two schools with effect from 1 September 2006.

Members were informed that this was prompted by the early retirement on health grounds of the headteacher of the Junior school and declining pupil numbers in the catchment area. Thanks were expressed to the retiring Headteacher for all his work and commitment to the school.

It was noted that consultation with parents was currently taking place and that the results of this would be known by the beginning of July 2006. Based on this information, the two governing bodies would then decide whether or not to proceed.

Advice of the Advisory Panel:

That the Executive Member be recommended to:

- Support the proposal by the governing bodies of Derwent Infant School and Derwent Junior School to federate

Decision of the Executive Member:

RESOLVED: That the advice of the Advisory Panel be accepted and endorsed

REASON: To provide stability and a clear direction for education on the school site

Executive Member For Children's Services

Executive Member For Social Inclusion & Youth

Chair of Advisory Panel

The meeting started at 6.00 pm and finished at 7.30 pm.