



## Public Document Pack

# Uttlesford District Council

Chief Executive: Dawn French

Tuesday 27<sup>th</sup> February 2018

Please ask for J Starr - 01799 510559 -  
jstarr@uttlesford.gov.uk

## UTTLESFORD YOUTH COUNCIL

A meeting of the Uttlesford Youth Council will be held in the Council Chamber, Council Offices, London Road, Saffron Walden on **Wednesday March 7<sup>th</sup> 2018 at 5.30pm, Council Chamber, Uttlesford District Council**

### AGENDA

- 1 Apologies
- 2 Welcome and Introductions
- 3 Democratic Services – Meeting cycles, structure & minute taking
- 4 Co-option of new members
- 5 Certificate – recognition of participation
- 6 Young Essex Assembly
- 7 Working Groups – Communications, Transport, Mental Health, Elections
- 8 Any other urgent business

Date, time and venue of next meetings

Saturday 14<sup>th</sup> April – Cllr Induction & Housing Debate

Tuesday 8<sup>th</sup> May – Youth Council meeting

To: All members of the Uttlesford Youth Council

This page is intentionally left blank

**YOUTH COUNCIL MEETING held in the COUNCIL OFFICES LONDON ROAD  
SAFFRON WALDEN at 5.30pm on 23 JANUARY 2018**

Present: Councillor M Wolter – Chair  
Councillors T Birkbeck, R Davey, J Fairhurst, J Fliri, A McHugh, E Reid, J Reid, T Ryman-Calver and I Whittle.

Officers in attendance: B Ferguson (Democratic Services Officer) and J Starr (Community Officer - Drugs and Alcohol).

Also present: District Councillors P Fairhurst, M Lemon and B Light.

**YC1 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor A Gerard.

**YC2 WELCOME AND INTRODUCTIONS**

The Youth Council were welcomed by District Councillors P Fairhurst, Lemon and Light. Introductions were made by all present.

Councillor P Fairhurst spoke on the importance of democracy and the lack of representation of young people within the Council. He said that all individuals needed to stand up and contribute their views to the political debate, and that the Youth Council presented a great opportunity for the young councillors to have their views heard.

Councillor Lemon concurred and said it was important for young people to have a say in how Uttlesford was run, as they would deal with the consequences of decisions made today and were the future of the District.

**YC3 ELECTION OF CHAIR AND VICE-CHAIR**

Nominations were sought for the role of Chair of the Youth Council. Councillors Wolter and J Reid put themselves forward and made their statements.

Councillor Wolter told councillors that she had been an active member of the Youth Council since its first meeting, and had assisted with writing its constitution. She said as Chair she would facilitate discussion and ensure that everyone was heard fairly and equally.

Councillor J Reid said he was enthusiastic about being part of the Youth Council and would like to put himself forward for the role of Chair. He told councillors that he was interested in politics and was up to date with current affairs. He said he wanted a Youth Council that would work for everyone involved.

To allow an open discussion, Councillors J Reid and Wolter left the Council Chamber and took no further part in the election of Chair.

The Youth Council discussed the merits of the candidates and agreed that both should be commended for their enthusiasm and willingness to stand.

A vote was held and Councillor Wolter was duly elected as Chair of the Youth Council.

The Youth Council agreed that Councillor J Reid was an excellent candidate and proposed he should be offered the role of Vice-Chair.

Councillors J Reid and Wolter were invited back into the Chamber and both accepted their roles as Chair and Vice-Chair of the Youth Council.

RESOLVED to:

- (a) Elect Councillor Wolter as Chair of the Uttlesford Youth Council.
- (b) Elect Councillor J Reid as Vice-Chair of the Uttlesford Youth Council.

YC4

## **UPDATE ON ELECTIONS**

*The Chair agreed to move the item on Democratic Services to the end of the agenda, as the item related to the date of the next meeting.*

The Community Officer updated the Youth Council on the elections held across the district.

### Helena Romanes School

An assembly had been held for every year group at the school to promote the Uttlesford Youth Council and three new councillors had been elected.

### Stansted

The Community Officer had presented an assembly to promote the Youth Council. Elections had not been held due to an Ofsted inspection but correspondence had resumed with his point of contact and the project was progressing.

### Newport

The Community Officer said he was disappointed that he had not received a response from either the student or teaching body. He had made contact with an enthusiastic teacher at the school and would now pursue that line of communication.

Councillor Lemon said the Youth Council was not only for young people who went to school in the district and said it would be good if social/sporting clubs could get involved.

In response to a suggestion from Councillor Birkbeck, it was agreed that the Chair would write a letter to the Scouts promoting the Youth Council, and this would be passed on to the Scouts by Councillor P Fairhurst.

YC5

### **CO-OPTION OF NEW MEMBERS**

Members discussed the matter of co-option and the wider need to promote the Youth Council across the district. Members agreed to discuss the matter of communications in further detail during the Working Groups agenda item.

Councillor Birkbeck said he had been approached by someone who would like to be co-opted onto the Youth Council and he had advised the potential member to write to the Chair.

The Community Officer said a council email address would be set-up for the Chair and he had discussed the issue with IT. He said he would update members when the email address was up and running.

J Fairhurst, a member of the Essex Young Assembly and resident of Uttlesford, expressed her wish to be co-opted onto the Youth Council; Members agreed this unanimously.

RESOLVED to co-opt J Fairhurst as a Full Member of the Uttlesford Youth Council.

YC6

### **CERTIFICATE – RECOGNITION OF PARTICIPATION**

The Community Officer said he was in the process of producing a certificate that could be given to young councillors to recognise their participation in the Youth Council. This certificate could be listed on their CVs and would be useful for job/university interviews in future. He added that if references were required by Members, that could also be arranged.

Members suggested that the certificate should be given to young councillors who had served for at least a year, and that the certificate should also state what working groups they had served in, to further illustrate their level of participation.

RESOLVED to produce a certificate recognising participation in the Youth Council and its Working Groups for Members who have served for at least one year.

YC7

### **YOUNG ESSEX ASSEMBLY**

Councillor J Fairhurst said she had been a member of the Young Essex Assembly for over a year and she was impressed with the work the newly established Uttlesford Youth Council had produced. She said it was important for the young councillors to stand up and represent themselves, as well as the views of their peers. She commended the Youth Council for its far reaching discussions, but also for bringing up day-to-day issues, such as mental health, that needed to be addressed.

The Chair thanked Councillor J Fairhurst for her contribution.

The Community Officer said he had been contacted by the Young Essex Assembly regarding a potential training day for the young councillors. He said if this opportunity was confirmed, he would take up the offer.

#### YC8 **COUNCILLOR INDUCTION**

The Officer who was designated to carry out the induction had not arrived so the Chair moved proceedings on to the next item in the agenda.

#### YC9 **WORKING GROUPS**

Members discussed the membership and roles of the following Working Groups:

##### Communications Working Group

Members: Councillors Birkbeck, J Reid and Whittle

The primary aim of the Communications Working Group was to promote awareness of the Youth Council and the work it was doing.

A number of communication methods were advocated to help spread the word to potential Youth Councillors:

- Produce and put up posters in schools and youth clubs.
- To liven up the assemblies given in schools to promote the Youth Council.
- To approach Saffron Screen and find out if a short advert could be shown before certain films promoting the Youth Council.
- To write and submit an article to the local newspaper/ school bulletin.
- To write regular letters to the local press, expressing the Youth Council's views (each letter to be approved by the Youth Council prior to submission).
- To provide a link on Twitter/Facebook to any press relating to the Youth Council.
- To speak to the Communications team at UDC who could potentially offer support.

Each member of the Communications WG agreed to produce an article or letter to be brought to the next meeting for approval, which could then be submitted to the local press.

#### Transport Working Group

The primary aim of the Transport WG was to explore how transport issues, particularly those relating to public transport, were affecting the lives of young people in Uttlesford.

Membership: Councillors Birkbeck, Davey, J Fairhurst, Ryman-Calver and E Reid.

#### Mental Health Working Group

The primary aim of the Mental Health WG was to explore how mental health issues were affecting the lives of young people in Uttlesford.

Membership: Councillors Wolter, J Fliri and J Reid.

#### Elections and Membership Working Group

The primary aim of the Elections and Membership WG was to ensure that Youth Council elections were promoted and carried out across the district.

Membership: Councillors Birkbeck, J Fairhurst and E Reid.

YC10

### **HOUSING DEBATE**

Councillor P Fairhurst said young people should participate in conversations relating to the Local Plan. In particular, major planning applications and developments at Stansted Airport would shape this district for years to come and it would be the young people of today who would have to live with the consequences. He said the Youth Council presented an opportunity to invite speakers from the Manchester Air Group, or the Chairman of the Planning Committee, to inform the young councillors on such developments and give them a chance to submit questions.

Councillor Lemon said young people should be informed and consulted on major developments and an extraordinary meeting should be scheduled to allow the issue of Housing to be debated.

The Community Officer said he would liaise with Nigel Brown, the Development Manager at UDC, to provide a presentation, and set up a special meeting devoted to the Housing debate.

YC11

### **ANY OTHER BUSINESS**

Councillor Whittle raised the issue of a traveller site located outside Helena Romanes School.

Members discussed the issue of travellers in the district and agreed it was a complicated subject. Members decided to add this to the next Youth Council agenda and for the Community Officer to arrange for a speaker from a traveller organisation to attend.

YC12

### **DATE OF NEXT MEETING(S) AND DEMOCRATIC SERVICES**

The Democratic Services Officer said the agenda would need to be circulated five clear days before the meeting date, and there was an option for the Youth Council to utilise the meeting management system used by Full Council. This would mean that all meeting documents could be uploaded to the website where all Members could have access to them. The production of minutes was also discussed, and Members were asked if they would be open to drafting minutes for themselves, with support from Democratic Services. If they wished to do so, they were asked to speak to the Democratic Services or Community Officer before the next meeting.

The date of the next two meetings were agreed as:

7 March 2018 – 5.30pm

8 May 2018 – 5.30pm

The meeting ended at 7.45pm.