

HASTINGS YOUTH COUNCIL...

Hastings Youth Council **Constitution**

This version updated 2022

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Hastings Youth Council Constitution

1) Hastings Youth Council (HYC) exists to give young people a voice in Hastings. It is a politically independent organisation. Members may have their own political views but HYC is not aligned with any political party.

2) The HYC seeks to:

- Work alongside decision makers to help improve Hastings.
- Be active within the local community.
- Raise awareness of young people's issues.
- Advise on policies and decisions relating to young people and their lives.
- Work collaboratively and deal with matters that are important to the young people of Hastings.
- Consult with young people through social media, special events and meetings with youth groups in neighbourhood venues.

3) Membership:

There are two categories of membership- Full and Associate.

These requirements (a - g) apply to all members:

- a)** All members must be aged between 11 to 21 although HYC may consult from ages 11 years and up to 25 years of age.
- b)** All members must live, work or study in Hastings. If a member no longer lives, works or studies in Hastings, their membership will end.
- c)** A member may resign from HYC at any time by informing the Chair or an Education Futures Trust (EFT) facilitator in writing.
- d)** Membership of the group is open to any individual meeting the above criteria without regard to disability,

political or religious affiliation, race, gender identity or sexual orientation.

- e) Recruitment for membership to the HYC will be advertised as much as possible to reach all eligible young people.
- f) Applications for membership are made by completing an application form, or notifying an EFT facilitator.
- g) Every member, Full or Associate, will agree and sign the HYC Code of Conduct.

Full membership

- h) Full membership is open to those aged between 14 to 21.
- i) HYC will have up to 25 Full members, known as Youth Councillors. Youth Councillors strive to represent the views of all other young people in their community in Hastings and they have voting rights within HYC.
- j) There must be at least one third of members present at meetings where a vote is taking place for the vote to be valid.
- k) HYC aims to include Youth Councillors from a range of Hastings-based schools and colleges.
- l) We encourage and support Youth Councillors to join other youth voice organisations such as East Sussex Youth Cabinet and the Youth Parliament.
- m) Should applications exceed the 25 available Full member positions, priority will be given to those candidates from under-represented communities/areas.
- n) Youth Councillors who do not attend at least one meeting a month without sending apologies will automatically become an Associate Member and will be informed in writing.

Associate membership

- o)** Any individual meeting the eligibility criteria for membership (see a - g above) and wishing to support the work of HYC may become an Associate Member.
- p)** Furthermore, those aged 11, 12 and 13 may apply to become an Associate Member.
- q)** Associate Members do not have voting rights.
- r)** Associate Members will be kept up-to-date with campaigns and actions HYC are undertaking (by social media, email, text, WhatsApp or phone as appropriate).

4) Meetings:

- **Weekly Meetings**

All Youth Councillors are encouraged to attend. Weekly meetings take place in the form of socials, consultations, online discussions, planning meetings, community events and visits from scheduled guest speakers.

- **Full Youth Council Meetings** (held quarterly)

All Youth Councillors are expected to attend. Associate Members/HBC portfolio holders may attend as observers.

- **Hastings Borough Council Meetings** (min twice a year)

Youth Councillors will attend and nominate a lead for a meeting with Hastings Borough Council portfolio holders at least twice a year.

- **Annual General Meeting (AGM)** (in September time)

All members are able to attend, but only Youth Councillors may vote. This is where elected roles (e.g. Chair/Co-chair) are voted in for the academic year, along with the manifesto and any other official documents.

5) Elected Roles:

- a) HYC has a certain number of elected roles. These include but are not limited to the roles of Chair/Co-chairs, Vice-chair and Treasurer.
- b) A Youth Councillor may apply for an elected role regardless of length of membership.
- c) These roles will be allocated at the Annual General Meeting by a simple majority.
- d) All available Youth Councillors should have the opportunity to vote regardless of their role.

6) Finance:

- a) All monies received by or on behalf of HYC shall be applied to further the aims and objectives of the group and no other purpose.
- b) Any monies paid from petty cash shall be assigned a receipt signed by the Treasurer and counter-signed by an EFT facilitator.
- c) The Code of Conduct describes the protocols in regard to finance which must be kept to.

7) Hastings Youth Cash Grants:

- a) If budget allows, EFT will set aside a pot of money for the benefit of young people in the borough. This money should be spent on young people via a grants programme.
- b) HYC members will make up the panel of no less than four people along with an EFT facilitator.
- c) All panel members will use the matrix of scoring for any bids received. This will ensure fairness and that all successful bids meet the required criteria.

8) Adult Involvement:

- a)** HYC is primarily supported by Education Futures Trust (EFT) as well as Hastings Borough Council, with some partnership arrangements with local stakeholders engaged in work with young people.
- b)** The facilitators abide by Education Futures Trust policy and values, including safeguarding, child protection and other legal parameters.
- c)** EFT facilitators and Youth Councillors alike have a right to be treated with respect and conduct meetings in a safe environment (see HYC Code of Conduct).
- d)** Where there is a serious breach of these by members/invited guests, EFT facilitators maintain the right to take appropriate action to maintain a safe working environment for members and EFT staff alike (see also HYC Code of Conduct).
- e)** If action is taken against a Youth Councillor or Associate Member by a facilitator or the Chair of HYC then that member has a final right of appeal with Education Futures Trust.
- f)** Facilitators do not have a right to vote on decisions that effect young people in HYC.
- g)** EFT workers are employed to facilitate meetings and to ensure that the group is enabled to fulfil the aims and objectives as far as possible.

9) Alterations to the Constitution

- a) Any alterations to the Hastings Youth Council Constitution must be agreed by at least two-thirds of those members present and voting at any Full HYC Meeting.

DECLARATION



This Constitution was unanimously voted in, formally adopted and signed at the HYC Annual General Meeting at the EFT Community Learning Centre held on 14/09/2022 by:

Name: **Francis Lucien Brown**

Position: **Co-chair**

and

Name: **Harri Boorman**

Position: **Co-chair**