



TERMS OF REFERENCE FOR THE YOUTH ADVISORY COMMITTEE OF ASHINGTON TOWN COUNCIL

1. LEGAL

This Advisory Committee is established in accordance with the provisions of Section 101, subsection 1(a) of the Local Government Act 1972. An advisory committee may be appointed to advise the Council on matters relating to the performance of its statutory functions, powers and related responsibilities. The committee does not make decisions itself but researches, investigates, considers, and reports to the Council with recommendations.

2. PURPOSE

The primary purpose of the Youth Advisory Committee is to facilitate improved engagement between Ashington Town Council and local young people, ensuring their voices are heard on issues, priorities and potential initiatives that impact them.

Specific objectives are:

- To establish an Ashington Youth Forum that directly links the Town Council with local youth representatives.
- To coordinate broader engagement methods and events to reach underrepresented and disengaged young people across Ashington.
- To explore opportunities for collaboration between local youth groups, identify shared goals/needs, and develop participatory projects/initiatives responding to priorities set by young people themselves.
- To identify gaps in current youth services/support available in Ashington and make recommendations for improving provision.
- To effectively publicise existing programs, activities, and support services available for young people in the area.
- To investigate and make recommendations on supporting detached youth work and projects like the proposed Skate Park.

3. CONSTITUTION

- The group shall be called the Youth Advisory Committee.
- It shall consist of at least 5 councillors appointed at the Annual Meeting of the Council, the Executive Officer, or other delegated officer, along with any required non-councillor members from participating Youth Organisations.
- A quorum of 3 members is required for meetings.
- The committee shall elect a Chair and Vice-Chair from its membership.
- The Chair and Vice Chair shall serve for a period of one year.
- The election of Chair shall be the first item of business. The outgoing Chair shall preside over that election if they have been elected to serve on the YAC for the new term. If the outgoing Chair has not been elected to serve for the new term, and where the vote for Chair results in a tie, the Chair shall be determined by draw of straws between the candidates nominated.
- Meeting schedules and any sub-groups will be determined by the committee.
- The committee has no delegated decision-making or spending powers. Its role is to advise through recommendations to the Finance & General Services Committee or Full Council as appropriate.
- Regular progress reports will be provided to the Finance & General Services Committee.

4. OPERATING PRINCIPLES

In carrying out its work, the Youth Advisory Committee will be guided by the following principles:

- Promoting youth participation and ensuring young people's voices genuinely influence decisions that affect them.
- Engaging young people in an inclusive and accessible way, especially those facing barriers to participation.



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- Collaborating with stakeholders in a spirit of co-production, including local youth groups/services and young people themselves.
- Taking an evidence-based, approach to identifying needs, gaps and priorities through consultation and data analysis.
- Taking an inspiration-driven approach to youth engagement when needed, prioritising innovation, flexibility, and youth agency over decision-making, resulting in experimental programmes and ideas.
- Considering the wide-ranging impacts on young people's lives, including education, health, safety, recreation and the environment.
- Recommending sustainable policies, initiatives and service improvements that deliver meaningful long-term benefits for local youth.

5. AUTHORITY

The group acts in an advisory capacity, reporting to and making recommendations through the Finance and General Services Committee. It does not have delegated decision-making powers.

6. REVIEW

These Terms of Reference will be reviewed annually and agreed by Full Council.