



Constitution

Championing the Voices of Young People

Constitution

1. Name

1.1

This youth council shall be called the Tendring District Youth Council and hereinafter shall be referred to as (TDYC).

1.2

TDYC shall be a full member of the British Youth Council (BYC)

1.3

The BYC is the UK's national body for Local Youth Councils.

1.4

TDYC shall be a non-political, non-profitable & young person-led organisation.

1.5

Young person-led meaning young people make the organisations strategic decisions.

2. Vision Statement

2.1

The main aim of TDYC is to champion the voices of children & young people to influence, direct and change issues that affect them locally. Enabling a two-way dialogue and engagement with decision makers and service providers.

3. Aims and Objectives

3.1

The aims of the council shall be:

- Provide a voice for young people
- Promote equality for young people
- Help young people be more involved in decisions that affect their lives
- Advance young people's participation in society and civic life.
- Create a positive image for young people

3.2

The objectives of the council shall be:

- Consult with other young people on issues affecting them
- Take issues up with decision makers for and on behalf of young people
- Make sure young people are being treated equally and fairly
- Get young people more involved in local decision making
- Attend and organise events to promote the voice of young people
- Help young people participate, enjoy and achieve through positive activities

4. Policy

4.1

The constitution shall be the governing document of TDYC.

4.2

TDYC in addition to the constitution shall operate additional policies, including:

Child Protection Policy, Equal Opportunities Policy, Health & Safety Policy and Compliments & Complaints Policy

4.3

Any questions with reference to the policy or mechanism of TDYC should be submitted in writing addressed to the chairman of the board who will action the appropriate information from the appropriate executive / advisory board member.

4.4

Additional policies exist to support the governance of the council.

5. Membership

5.1

Membership should consist of elected members and non-elected members.

5.2

Elected members shall be known as youth councillors aged 8-11 and 12-16.

5.3

Non-elected members shall be known as members of the youth council aged 8-11 and 12-16.

5.4

All members will be subject to the regulations of the constitution and as a member of the council will be deemed to accept these regulations and code of conduct that the council has adopted.

5.5

Members will be enrolled in one of the following categories:

- Youth councillor (elected member)
- Member of the youth council (non-elected member)
- Friend of the youth council (non-elected) and not included in membership

5.6

All members will be entitled to spend a term in office which will be 4 years for (years 4/5) and 3 years for (years 6+). Elections will take place as necessary to fill the place of a leaving member.

6. Executive Council

6.1

The executive council shall consist of all:

- Youth councillors
- Members of the youth council

6.2

The above members will have the right to vote at meetings of the executive council.

6.3

The executive council has overall control on all affairs within the council.

7. Focus Teams

7.1

Focus teams have specific remits to support the effectiveness of the council.

7.2

Focus team shall consist of:

- TDYC School Council Innovation
- TDYC Positive Imagination
- TDYC Researchigator

7.3

Focus teams each have a chair and 3/4 members which meet every 4 weeks to discuss new ideas and work towards targets.

7.4

Focus teams are the responsibility of the executive youth councillor who reports to the board.

8. Tendring Youth Mayor

8.1

The youth mayor shall act as a 'positive figure' to the council and shall attend events to promote the council.

8.2

The youth mayor shall be appointed at the Tendring Youth Awards which takes place every year.

8.3

Every young person in Tendring between the ages of 10 and 18 are eligible to stand as youth mayor.

8.4

The youth mayor is chosen by a panel of judges of no less than three people.

9. The Board

9.1

The board shall consist of:

Executive members

- Leader of the council & chairman of the board
- Deputy leader of the council
- Tendring youth mayor

Advisory members

- Secretary to the leader & clerk to the board
- Financial, child protection, funding and communications advisors
- Health, Safety and Environmental impact advisor
- Elected members of local authorities
- Parent members

Provisional advisors

- Lawyers for young people (legal)
- HSBC (banking)
- EasyTigernet (PR)
- Tendring Community Transport (transport)

9.2

The council will be managed through the board consisting of the above members.

9.3

Only these members will have the right to vote at meetings of the board.

9.4

The board will be responsible for adopting new and reviewing existing policies, codes of conduct and rules that affect the organisation of the council.

9.5

The board will be responsible for disciplinary hearings of members who infringe the council rules/regulations/constitution. The board will be responsible for taking any action of suspension or discipline following such hearing.

9.6

The board has overall control on all non-voting affairs within the council.

10. Finance

10.1

All council monies will be banked with HSBC in an account held in the name of Tendring District Youth Council.

10.2

The board shall be responsible for the finances of the council.

10.3

The financial year of the council will end on: October 19th

10.4

An internal audited statement of annual accounts will be presented by the board at the next annual council meeting.

10.5

Any cheques drawn against council funds should hold the signatories of the leader of the council plus one other signatory.

11. Expenses

11.1

All members/board members are entitled to claim back reasonable expenses.

11.2

Members/board members can claim expenses for meals, petrol, stationery and any other item deemed reasonable.

12. Annual General Meetings

12.1

Notice of the Annual General Meeting (AGM) will be given by the leader of the council. Not less than 21 clear days' notice to be given to all members.

12.2

The AGM will receive reports from members of the boards and a statement of the internal audited accounts.

12.3

Nominations to be one of the three executive members on the board will be sent to the secretary to the board prior to the AGM.

12.4

Elections of the executive members are to take place at the AGM.

12.5

All members have the right to vote at the AGM.

12.6

The Quorum for AGMs will be 25% of membership.

12.7

The board has the right to call Extraordinary General Meetings (EGMs) outside the AGM. Procedures for EGMs will be the same as for AGM.

13. Discipline and Appeals

13.1

All complaints regarding the behaviour of members should be submitted in writing to the chairman of the board.

13.2

The board will meet to hear complaints within 14 days of a complaint being logged. The committee has the power to take appropriate disciplinary action including a vote of dismissal.

13.3

The outcome of a disciplinary hearing should be notified in writing to the person who lodged the complaint and the member against whom the complaint was made within 7 days of the hearing.

13.4

There will be the right of appeal to the board following disciplinary action being announced. The board should consider the appeal within 14 days of the chairman of the board receiving the appeal.

14. Dissolution

14.1

A resolution to dissolve the council can only be passed at an AGM or EGM through majority vote of the membership.

14.2

In the event of dissolution, any assets of the council that remain will become the property of the Bishops Park Community Sports Partnership.

15. Any other matter/s

15.1

Any matter not provided within this constitution shall be dealt with by the board, whose decision shall be binding on all parties.

16. Amendments to the constitution

16.1

The constitution will only be changed through agreement by majority vote at an executive council meeting.

17. Declaration

Tendring District Youth Council hereby adopts and accepts this constitution as a current operating guide regulating the actions of members.

Signed:

Name: Cllr. Stephen Mayzes

**Executive
Leader of the Council
Chairman of the Board**

Signed:

Name: Cllr. Danny Mayzes

Deputy Leader of the Council

Signed:

Name: William Harragan

Executive Youth Councillor

Adopted –
Date: 4 October 2004

Revised & Updated –
Date: 22 April 2005

Revised & Updated –
Date: 23 December 2005

Revised & Updated –
Date: 23 January 2007

Revised & Updated –
Date: 15 June 2007

Revised & Updated –
Date: 20 December 2007