****

**Youth Advisory Boards**

**Terms of Reference**

**Key Purpose:**

***As a young people led partnership***

* To maintain a strategic overview of local youth provision across the district area based on the needs of young people, with a particular focus on 13-19 year olds.
* To ensure the voice of young people is heard through supporting a broad range of young people to influence, shape and directly be involved in the commissioning of local services. These should be sustainable activities that help community cohesion, intergenerational understanding and build local community capacity to meet young people’s needs, especially for those who are more vulnerable.

**Intended Outcomes:**

* Securing positive outcomes for young people and local communities depends upon a wide range of factors, services and agencies, as well as communities and young people themselves. Whilst the specific priorities within each district area will need to reflect young people’s needs and be set locally, it is expected that all Youth Advisory Boards will contribute towards the improved outcomes set out in Norfolk’s Early Help Strategy:
  + Young people are healthy and resilient;
  + Young people are safe and well cared for;
  + Young people develop, learn and achieve;
  + Young people are ready for adult life.
* Youth Advisory Boards will contribute to these outcomes by:
  + Supporting communities to respond positively to their young people and recognise the positive contribution that the vast majority of young people make to the community.
  + Enabling young people to feel positive about the communities in which they live and feel that their positive contributions are being recognised and valued by others.
  + Building the capacity within each community to respond to and meet the needs of more vulnerable young people through providing a range of activities and opportunities.
  + Helping young people to remain engaged and have aspirations for themselves and their communities through developing the knowledge, skills and attitudes required to make a successful transition to adulthood.

**Key Tasks:**

1. To assess local needs, map existing provision and identify local priorities as part of producing and publishing an annual Youth Advisory Board plan, taking account of national and local policy requirements.
2. To consider the needs of particular sections of the community, with reference to protected groups as defined within equalities legislation.
3. To support young people’s involvement in planning, contract decision making, quality assurance and evaluation of commissioned activities targeted on young people, with a particular focus on provision responding to the priorities identified within the Youth Advisory Board’s plan.
4. To support local partnership approaches and agreements that enable joint working, pooling of resources and securing additional funding for meeting young people’s needs.
5. To monitor and review outcomes secured for young people and impact upon local communities of activities being commissioned and targeted on young people in the local area.
6. To inform how the professional youth and community work support contracted by NCC is deployed locally.
7. To collaborate with other Youth Advisory Boards and work in partnership with Children’s Services commissioners and other organisations supporting local communities to meet young people’s needs.

**Recommended Youth Advisory Board Membership**

**Young people supported and advised by representatives drawn from**:

NCC Elected Members,

District Council (Officer or Elected Member – to be determined by council),

Town and Parish Councils,

Schools / Colleges,

Health,

Policing,

Children’s Services Early Help Team,

Business Sector/Employers,

Voluntary & Community Sector (via VCS forum).

**Officers in attendance:**

* Youth & Community Worker contracted by NCC to support the YAB
* Children’s Services commissioning, partnership and community capacity team (as required)

**Reporting mechanisms:**

Each Youth Advisory Board will links into local reporting mechanisms as part of wider strategic partnership arrangements for early help operating in the district area. Countywide, there will be accountability and a reporting line, via the Children’s Services Assistant Director for Early Help, to NCC’s Children’s Services Committee.