

BOROUGH OF KETTERING

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Report Originator	Senior Management Team Martin Hammond Deputy Chief Executive	<i>Fwd Plan Ref No:</i> N/A	
Wards Affected	All	7 th June 2016	
Title	YOUTH ENGAGEMENT TASK & FINISH GROUP		

1. PURPOSE OF REPORT

The report sets out the draft terms of reference for the proposed member Task and Finish Group for consideration by the committee.

2. INFORMATION

2.1 At its meeting on 20th April 2016, Council identified an issue for inclusion on the Committee's work programme as a Task and Finish Group.

2.2 Council unanimously resolved to establish a Task and Finish on the subject of the Involvement of Young People in Local Democracy as detailed below:-

"This Council sets up a Task and Finish Group which will be tasked to gather evidence from schools and young people in order to make recommendations on how this council can better facilitate the engagement of younger people in our Borough with local democratic decision making."

2.3 Some draft terms of reference have been included as **Appendix A**. Members' views are invited on the draft terms of reference.

2.4 The membership of the Task and Finish Group needs appointing; it is proposed in the proportion 4-1.

2.5 It is suggested that a Head of Service will provide senior officer support to the Task and Finish Group. Other officers, partners and experts witnesses will also be identified and invited to provide information, as and when appropriate.

2.6 Task and Finish Groups work well when they:

- Have clear and focussed terms of reference;
- Tap into expertise, both internal and external to the Council i.e. partners;
- Are focussed in terms of timescale i.e. have a clear start and finish date;
- Focus on the key issues that will bring the greatest benefit / outcomes;

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- Result in an action plan that is clear, achievable and affordable;
- Identify actions for the short, medium and long-term.

3. **CONSULTATION AND CUSTOMER IMPACT**

3.1 The work of the Task and Finish Group and its resulting action plan has the potential to make a significant and positive impact on the level of democratic involvement of young people in the Borough.

4. **POLICY IMPLICATIONS**

4.1 None at this stage.

5. **USE OF RESOURCES**

5.1 None at this stage.

6. **RECOMMENDATION**

Members consider, comment on, and agree the draft terms of reference for the proposed member Task and Finish Group.

Background Papers:

Title of Document: N/A

Date:

Contact Officer: Martin Hammond

Previous Reports/Minutes:

Ref: N/A

Date: