



Andover Town Council

To **approve** Terms of Reference for the WG.

Item
No.

16c

Produced for: Full Council

By: Town Clerk

Date of Report: 15 Feb 2024

Background:

The Anti-Social Behaviour Working Group was set up in June 2023 (C043/06/23) following a report from a local resident of a disturbing incident involving her child.

The original aim of the Working Group has now been completed and the members (including the original members of the public) are keen to progress onto more positive projects.

The revised objectives need to be documented with Terms of Reference.

Proposer: Cllr

Seconder: Cllr

Proposal:

To **approve** the Terms of Reference for the renamed working group.

Draft Terms of Reference:

ANDOVER TOWN COUNCIL YOUTH ENGAGEMENT WORKING GROUP



DRAFT TERMS OF REFERENCE

Structure and Quorum:

The Working Group can comprise of an unlimited number of elected Andover Town Council members and shall appoint a Chairman annually.

The Working Group will meet as and when the Chair of the Working Group and the Town Clerk advises that it is necessary, but at least 6 times per year.

No legal quorum is required for a Working Group, however, at least 3 Andover Town Council members plus the Town Clerk should be present at every meeting.

Responsibility:

It is the responsibility of the Working Group to always discuss and recommend to either Full Council or the Community and Events Working Group as appropriate.

Youth Provision

1. To identify ideas for Provisions that can be made by, or contributed to, by Andover Town Council and to investigate costs and infrastructure required to support such provision.
2. To identify potential projects for Youth Engagement by the Council, and to investigate costs and infrastructure required to support such projects.
3. To gather information on projects and provisions that have been made historically and to note successes and failures in order to learn from previous actions in the Town.
4. To engage with current Youth Provision organisations in the Town, and to take advice and to understand what facilities are already available.
5. To review all cost estimates, arrangements, and risk assessments, and to recommend to Full Council for approval.
- 6. The Working Group may co-opt additional non-councillor members.**
7. To make recommendations to Full Council or to the C&E Working Group as appropriate.