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**NORTH COAST YOUTH FORUM**

**CONSTITUTION**

1. The name of the group shall be North Coast Youth Forum.
2. Aims
	1. The Youth Forum is established to promote the voice and benefit of young people in the North Coast and to educating and assisting such young people through their leisure time activities, to develop their physical, mental and social capacities, that they may grow to full maturity as individuals and members of society and that their conditions of life may be improved.
	2. To promote activities which are of benefit for the young people who reside within the North Coast locality (West Kilbride, Fairlie, Largs, Skelmorlie and the Isle of Cumbrae) aged from 12 to 25 years without distinction of sex, politics, religion or other opinions. By working in partnership with the local authorities, voluntary organisations and inhabitants of the area in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure occupation with the object of improving the conditions of life for the said young people.
	3. To be a voice, representing all young people in the North Coast at a local level. For their views to be heard regarding issues that relate to them.

1. Outcomes
	1. To operate the youth forum in partnership with the Community Learning and Development service by providing opportunities and funding for young people to participate in a range of programmes, educational, social and recreational which aid the self-development of individuals.
	2. To promote the furtherance of the above by negotiating with local authorities and others responsible for centres and facilities to establish a pattern of access for a wide-ranging programme of activities for young people.
	3. To promote wider community awareness of the need to provide facilities and opportunities for young people. To provide information and to encourage participation in existing facilities and opportunities.
	4. To raise awareness amongst other organisations for the need for young people to have a greater say in the management and running of these organisations with young adult’s involvement.
	5. To represent and speak for all young people in the North Coast at community council, community association and community planning partnership meetings.
	6. promote and carry out, or assist in promoting and carrying out research, surveys and investigations to gather information from young people in the north coast. To use this information in such ways that will help with the social, physical and emotional development of all young people aged 12-25 years old.
2. Membership

(i) Membership shall be open to all young people aged from 12 to 25 years

 living in the North Coast Locality.

4.1 Group Membership

1. Group affiliation shall be open to such local and voluntary organisations in the area whose aims are in accord with the aims of the youth forum.
2. Each affiliated organisation shall have the right to appoint one representative to be a member of the youth forum with voting rights.

 4.2 The North Coast Youth Forum

 The youth forum shall consist of: -

1. Members not exceeding12 in number, to be elected from the individual membership, and not to be less than 12 years of age.
2. Local elected members of North Ayrshire Council

(Consultation and support with no voting rights)

1. Representatives of young people’s services (advisory and support, no voting rights)

 The youth forum shall have power to: -

1. Purchase, take on lease or exchange, hire or otherwise acquire any property and any rights and privileges, necessary for the promotion of the objectives of the youth forum. Construct, maintain and alter any buildings necessary for the work of the youth forum.
2. Create regulations for the management of any property, which may be so acquired.

 4.3 Termination of Membership

1. The youth forum shall have the right for good and enough reason to terminate the membership of an individual or affiliated group. The individual or affiliated group member shall have the right to be heard by the youth forum before a final decision is made.
2. The expectation on youth forum members is to attend all meetings of the group with a minimum requirement of 3 per month.
3. Apologies must be sent for non-attendance and action can be taken against members who are not attending as required. This could result in termination of membership to allow other young people to become part of the group.
4. The youth forum shall use a system of notifying members in writing on any matters that could result in termination of membership.
5. The local Community Learning and Development service representatives shall take part in all discussions re termination of membership where youth forum members can take advice and assistance from.

 4.4 Annual General Meeting

1. Once a year before 31st March the youth forum shall convene an annual general meeting, by announcement in the local press or by other means, giving a minimum of 4 weeks notice. All members and representatives of affiliated groups and sections will be entitled to attend.
2. All members over 12 years of age and under 25 years old will be entitled to vote at the Annual General Meeting.
3. The AGM shall be held for the purpose of: -
* Receiving a yearly report of the group’s activities
* Receiving account and funding information
* Election of members
* Voting on any proposal to amend this constitution
* Making recommendations to the youth forum

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* 1. Special General Meeting
1. At any time, the youth forum may at their discretion and shall within 21 days of receiving a written request to do so, signed by no less than 4 members having powers to vote and giving reasons for the meeting, call a special meeting of the forum for the purpose of altering the constitution, or for any other purpose.
	1. Rules and Procedures at all meetings
2. Voting: - No member shall exercise more than one vote, but in the case of an equal number of votes the chairperson shall have a second or casting vote.
3. Quorum: - Three of the forum members shall form a quorum at all meetings. 10% of the membership shall form a quorum at the AGM of the forum.
4. Minutes: - shall be kept by the youth forum secretary who shall create a record of all proceedings and resolutions.
	1. Property
5. The title to all property, heritable and moveable, which may be acquired by the forum, shall be vested in the names of the chairperson, treasurer and secretary. The office bearers shall only be held personally liable if it is proven that they acted otherwise other than in good faith.
	1. Dissolution of the Youth Forum
6. If the youth forum by a simple majority, decide at any time that on the grounds of expensive or otherwise, it is necessary or advisable to dissolve the forum. They shall call a meeting of all members of the forum and affiliated members of the forum who have the power to vote. This meeting requires 21 days’ notice and shall also be open to all young people who reside in the North Coast locality who have an interest.
7. The decision to dissolve the forum shall be confirmed by a majority of those present who have voting rights. The forum shall have the power to satisfy any debts or liabilities out of the assets belonging to the forum.
8. Any assets remaining and belonging to the forum after the satisfaction of such debts and liabilities shall be applied towards such charitable purposes for the benefit of the inhabitants of the North Coast locality as the forum may decide.
9. In the event of dissolution of the forum any land and buildings leased by the forum shall be returned to the leaseholder. All assets shall be used to satisfy all debts and liabilities of the forum and returned to funding organisations where this is relevant.
	1. Alterations to the constitution
10. Any proposal to alter this constitution must be delivered in writing to the secretary of the forum not less than 28 days before the date of the AGM at which it will be first considered.
11. Not less than 14 days’ notice of a meeting giving written particulars of proposals shall be given to the members of the forum.
12. A two thirds majority of those present and entitled to vote at a general meeting of the forum will be required for approval of proposals for change.

At a meeting of all interested parties the constitution was adopted and is certified as a true copy of the undersigned.

Print name: Print Name:

Signature: Signature:

Date: Date:

Designation: (Chairperson) Designation: (Secretary)