**NEW FOREST NATIONAL PARK**

**Youth Board draft terms of reference**

**Draft Terms of Reference**

**1 Purpose and Scope of the Youth Board**

1.1 The New Forest Youth Board (NFYB) is an advisory group that will enable youth voice to be heard and considered by decision-making groups on issues affecting the New Forest National Park. The Youth Board will be a platform to empower young people living in and around the National Park to help lead action on climate and nature and have a positive impact on young people and their communities.

1.2 The NFYB will consult on issues, work programs, strategies, and other items that it agrees are relevant to the Board’s aims or are brought to it by staff or Members of the New Forest National Park Authority (NFNPA) and partner organisations. The NFYB can request items to be brought to it and will be regularly informed of relevant issues and developments by the NFNPA and partner organisations. The NFYB can also work on specific projects which it agrees will further its development and the delivery of National Park partnerships, purposes and duties.

1.3 To help facilitate a wide range of youth voice within its work, the NFYB will consult with other young people aged 11 to 18 years old, in accordance with the NFNPA Safeguarding Policy. The NFYB will use a range of engagement methods, both in person and online, to reach a diverse audience.

**2 Membership**

2.1 The NFYB will consist of a diverse group of between 5 to 15 young people between the ages of 18 and 30, with the intention of widening this to include 16 and 17-year-olds as work progresses. Over half the members must be present (in person or online) for the NFYB to make a decision.

2.2 The target demographic of the NFYB is young people who are passionate about national parks or have a strong connection to the New Forest, and/or a specific interest such as, but not limited to, commoning, conservation, wildlife, heritage, access, communications, climate change, planning, education and the rural economy.

2.3 The NFYB is open to young people living in the New Forest and surrounding areas, including Hampshire, Dorset and Wiltshire. Permanent residential location should not be a limiting factor to membership of the NFYB.

2.4 New members can be added at any time, by consensus of the NFYB, through an ongoing recruitment process to be defined by its members.

**3 Roles & Responsibilities**

3.1 Roles and responsibilities will be identified and appointed by the NFYB upon commencement of the meetings, they could include, but not be limited to, a Chair and Vice Chair(s).

3.2 Length of terms for roles and appointment process will be established by the NFYB upon commencement of its meetings.

3.3 The NFYB will be supported by a member of the NFNPA's Education and Youth team to help facilitate its work and provide a contact point for additional expertise/supportive measures.

**4 Meetings**

4.1 The NFYB will meet six times a year or at such other frequency as is deemed appropriate. Meetings will take place both in person and online to aid accessibility to members. Support to attend NFYB meetings is available through the YouCAN accessibility fund, via the NFNPA's Education and Youth Team.

4.2 The NFYB will agree meeting etiquette and formalities such as minutes/note taking during the commencement of their meetings.

4.3 Non-members are encouraged to attend meetings by agreement of the NFYB. The process for this will be decided by the Board.

4.4 NFYB Members will identify and agree behaviours to ensure that the values and principles of the NFYB are met and maintained throughout their work. This will take place at the first NFYB meeting.

**5 Reporting**

5.1 At least one member of the NFYB will have the opportunity to attend the YouCAN Project Board meetings to represent and report back to the NFYB. Different Youth Board members can attend each time as long as the minimum requirement is met. This could continue throughout the duration of the YouCAN project, after which a new reporting process will be identified.

5.2 Feedback mechanisms will be developed and agreed between the NFYB, the NFNPA and partner organisations to support interactions between groups and allow for information to flow between them.

**6. Amendments/modifications**

6.1 These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by the NFYB.

**Annex/Appendix (if needed)**

This could include:

* Interactions with partner organisations etc.
* Members of the board
* Additional support/points of contact from NFNPA
* Reference documents
* Recruitment process
* Process for attendance of non-members