

UK Youth Parliament Procedures Group Meeting, 10th - 12th November 2017

Decisions and actions

On the 10th – 12th November 2017, straight after the House of Commons sitting, the Procedures Group 2017-18 met for their final residential. They are still in post until 1st February 2018 when the incoming PGs start their term of office, but this was their last meeting as a group. Below you will find an overview of their agenda and what decisions they made, as well as a list of the proposals that were put forward for discussion and the PGs response to them. These have been sent directly to the MYPs who proposed them. If you have any questions, please email ukyppg@byc.org.uk.

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Agenda items and associated actions

<p>SESSION 1: Reflections on the UK Youth Parliament programme so far</p> <p>PGs discussed what's gone well and what could have been improved across all elements of their PG experience so far, taking into account MYP feedback throughout year.</p>	<p>ACTIONS</p> <p>BYC to share with all relevant BYC staff to consider in plans for remainder of this year and next year.</p>
<p>SESSION 2: Structural improvements</p> <p>The Procedures Group:</p> <p>Identified issues in the existing UK Youth Parliament structures, with MYP and PG proposals to this meeting as a starting point. These included:</p> <ul style="list-style-type: none"> • Not all MYPs are elected at the same time • Not everyone attends all training and events • Make Your Mark timing not ideal – summer holidays, exams, school term dates • Campaigns – short time to act; MYP engagement in action is low – as they're not consulted on action and it's the end of their term for most; ownership of campaign actions by PGs and MYPs • Manifesto / policy dropping to ensure the manifesto 	<p>ACTIONS</p> <p>BYC to share the discussions and outcomes and with staff team.</p> <p>BYC to feedback to PGs before end of their term (end of Jan 2018) on their decisions, agreed actions and timeline for this, including stakeholder consultations.</p>



<p>is relevant</p> <ul style="list-style-type: none"> • Need to engage returners adequately • Need variety of methods and actions in UK Youth Parliament's engagement with Government <p>Explored possible solutions and principles for potential change including:</p> <ul style="list-style-type: none"> • Move to a 2 year cycle of activity – primarily to allow for more effective MYM / campaign processes • PGs elected closer to the start of office • MYPs involved in campaign panning and have ownership of campaigns • Sharing what happens at events for those who don't attend • Structured / ideal cycle and how everything interlinks – highlighting action 'moments' – written and shared 	
<p>SESSION 3: Preparing for the January 2018 Conventions and Day of Action</p> <p>The Procedures Group reviewed the current /upcoming opportunities to influence change across both the Curriculum for Life and Votes at 16 campaigns and gave</p>	<p>ACTIONS</p> <p>BYC staff to review guidance from PGs and make a detailed plan for the 2 campaigns, to include MYP consultation.</p>

<p>direction for BYC staff to create the 2018 campaign actions. It was agreed:</p> <ul style="list-style-type: none"> • Both campaigns would launch at the same time and run for the year • MYPs would be consulted on the preferred campaign actions <p>The aim of the Day of Action is to:</p> <ul style="list-style-type: none"> • Raise awareness of the issues and their importance to young people • Raise awareness of the campaigns to all relevant stakeholders • Inform relevant stakeholders of what BYC are doing; what we want others to do; and what resources are available <p>The aim of the relevant part of Convention is to:</p> <ul style="list-style-type: none"> • Enable young people to receive relevant information and interactive training for young people to ensure they have the info they need and are prepared and excited about the Day of Action and the campaigns. 	
<p>SESSION 4: Proposals for improvement: submitted by MYPs, PGs and BYC in advance of the meeting</p>	<p>ACTIONS</p> <p>BYC to type up discussion notes, share with PGs for</p>

Discussed all proposals, issues and ideas submitted by MYPs, PGs and BYC in advance of the meeting, agreed actions and responses.

sign off, and then share with MYPs who submitted them within 2 weeks of the meeting, and circulate as part of the minutes.

See Appendix 1.

Appendix 1: Proposals for improvement: submitted by MYPs, PGs and BYC in advance of the meeting

The Procedures Group took each proposal in turn, discussed it and agreed any actions, voting where necessary. They also agreed a response to the MYPs who had submitted proposals summarising the discussions. Not all proposals were a change to the Procedures Book, but perhaps something that just needs clarifying, something for the British Youth Council to act on, or something that can more effectively be changed through another route. This is indicated in the responses. For transparency, as well as replying to each MYP individually, we have made the proposals and our responses public. Below you will see each proposal submitted and our response. We would like to thank those who took the time to suggest improvements and we are happy to have made some changes based on MYP’s feedback, to make the UK Youth Parliament a more effective programme.

Please note: the Procedures Group agreed to the British Youth Council carrying out a housekeeping exercise of the Procedures Book, and a review of format and background information (e.g. checking grammar, splitting it into sections so it’s easier to navigate, an introduction on what it is and where it’s come from), by the end of January 2018. Because of this, any additions agreed in the proposals below will not specify where they will be added – this will be done as part of the housekeeping and review process.

MYP proposals

MYP proposal / submission	Procedures Group response
<p style="text-align: center;">1. MYPs only allowed to use views of constituents, not own</p>	<p>This is already in the code of conduct, including:</p> <p><i>Responsibility</i></p> <p><i>Identify, discuss and debate issues of concern to young people. You could do this by getting involved in questionnaires, hold surgeries in schools, reply to letters and emails, take part in meetings and respond to plans and</i></p>



	<p><i>consultations.</i></p> <p><i>Act on those issues and identify how to make a change at a local level, or resist unwanted change. You must also follow up decisions or actions.</i></p> <p>Conduct</p> <p><i>Your choices and decisions should be informed by what your constituents believe. This is in addition to your own research.</i></p> <p>So if this is not happening, it is an issue of support and enforcement rather than changing a rule. The British Youth Council rely on being informed if MYPs are not adhering to the code of conduct. However, they have agreed to review their induction training and improve the information given to those who do not attend inductions, to ensure this message of being a representative not promoting your own views is clear.</p>
<p>2. MYPs can speak out against UKYP if their constituent's don't agree with a campaign</p>	<p>The British Youth Council haven't seen this scenario occur, and it is worth noting that something not being prioritised locally in Make Your Mark does not mean that young people are against it, they have just prioritised something else.</p> <p>The Procedures Group and the British Youth Council want MYPs to be focused on positive change and making a difference. If topics other than the national campaigns are a priority locally, we recommend MYPs focus on those campaigns and no one has to engage in the national</p>

	<p>campaigns. We hope they do however, and have agreed this weekend that MYPs will be consulted more in the formation of campaign actions, which we hope will enable them to feel more a part of the campaigns.</p> <p>It is important for all MYPs to recognise that the campaigns come from a democratic process with a significant mandate, led by MYPs, via the Annual Sitting and Make Your Mark prioritisation and vote, and are ultimately voted on by MYPs at the House of Commons sitting. This mandate for a topic is unique and not something we want to see MYPs undermine.</p> <p>We also believe it is important that MYPs can express their views and those of their constituents, that some dissent is healthy, and that freedom of expression is essential. Therefore if an MYP does have evidence that their constituency don't agree with a campaign and the MYP wants to speak out, we ask that they speak out against the campaign – not the UK Youth Parliament programme as a whole.</p>
<p>3. Annual sitting manifesto points should be available about a month earlier</p>	<p>In 2017, the manifesto points to be debated were sent out to MYPs 6 weeks prior to the event, however the British Youth Council will review this process and be clearer in their communications and the expectations of MYPs to read and prepare.</p>
<p>4. Annual sitting in a central location like Birmingham or Northampton, not Liverpool</p>	<p>The British Youth Council moves the Annual Sitting round the country every year, and location is dependent on venues</p>



	<p>being available, suitable with good transport links and within financial constraints. In previous years the Annual Sitting has been in Liverpool (2017), York (2016), Exeter (2015), Lancaster (2014), Leeds (2013), Nottingham (2012), and was previously held in Belfast and Kent. Someone will always have to travel the furthest and they try to move it so it is not the same region who always has to travel furthest. It is also important to remember that people travel from across the UK, including Wales, Scotland and Northern Ireland so a 'central location' would not be central to England only.</p>
<p>5. Please less left wing bias</p>	<p>We recognise this perceived bias as an issue. To help with clarity and transparency, this weekend the PGs have agreed for the following to be added to the Procedures Book:</p> <p>The UK Youth Parliament is an impartial, apolitical programme, and this must be upheld, and as per the code of conduct, all MYPs and PGs must be impartial.</p> <p>PGs must be consulted on the make-up of any panel and guests at all UK Youth Parliament events run by the British Youth Council and their region and nations delivery partners.</p> <p>There must be an attempt to show a spread of partisanship and view points on panels or guests at all UK Youth Parliament events run by the British Youth Council and their region and nations delivery partners.</p>



	<p>In addition, the British Youth Council have agreed to:</p> <p>Publish who we invite to panel debates and similar roles. They always invite a balance of roles across the political spectrum but can't control who replies/ confirms attendance. However they can be clearer about who they do invite/who replies.</p> <p>Review their training and support for LA workers on supporting young people on social media.</p> <p>Include in a revised MYP handbook for 2018, what the rules are for the British Youth Council and therefore MYPs around the issue of political bias, some examples of what is ok/ not ok based on real life examples, what to do if you are not sure, and what BYC do when we receive complaints about MYPs being partisan. They hope this will make expectations clearer and encourage people to speak up if they are not sure or not happy about something they have seen.</p>
<p>6. Code of conduct - communication</p> <p>Proposal, to insert the text in red:</p> <p>At all times you should act and communicate in a way that does not damage the reputation of the reputation of the young people you were elected to represent, e.g. by posting offensive or derogatory tweets and actively</p>	<p>There are social media guidelines already in place in the Procedures Book and shared at MYP inductions which cover this proposal. The British Youth Council understands the importance of these rules and any incidents that they are made aware of they will investigate. We therefore reject this proposal, but the British Youth Council have agreed to review their induction training and improve the information given to those who do not attend inductions, to ensure this message is received and understood by <i>all</i> MYPs. You can</p>

<p>working against UKYP campaigns in an official role. Communication includes letters, phone calls, face to face meetings and social media.</p>	<p>also see our response to MYP 1, point 2 on the topic of MYPs not actively working against UK Youth Parliament campaigns in an official role.</p>
<p>7. Procedures book flexibility</p> <p><i>The absence of flexibility in the Procedures Book leads to inefficiency, unfairness and a democratic deficit felt by MYPs. In order to increase our effectiveness and removing the feeling of helplessness in the face of arbitrary rules, I propose to add this to the Procedures Book:</i></p> <p><i>Section 5: Any MYP can notify a PG they wish to propose a rule change or ask for clarification on the interpretation of a rule. If this occurs an emergency PG meeting is called and the proposed rule change is decided by a simple majority vote. These changes come into effect immediately and an updated version of the Book should be sent out to all MYPs and partner organisations within 2 weeks.</i></p>	<p>We are disappointed to see an MYP feels this way about the Procedures Book. The Procedures Book has been written by young people, via consecutive Procedures Groups, in order to introduce fairness, democracy and transparency to a programme where these principles were not always in place, before the British Youth Council took on the running of the UK Youth Parliament. The rules have always been made in the best interests of the programme, in response to issues raised by young people, and often after public consultations (including with MYPs and LAs), so are not arbitrary.</p> <p>However we do recognise that there is an issue about the document being accessible, being clear who it is written for and by, and so this weekend we have agreed with the British Youth Council that:</p> <p>A review of the document and how to make it more accessible, including an introduction from the Procedures Group explaining how it came about and how decisions are made. It should link more clearly with a new MYP handbook, so it's more of a lived document that helps people, not something outside that is only referred to when there is an issue. We aim to do this in time for the 2018-19 PG induction</p>

in January, with support from the existing group of PGs.

Emergency PG meetings are not feasible due to cost, PG time and expectations, and other resources. They are already together as a national group 5 times a year, rule changes are rarely so urgent that they need discussion within a week. This weekend we have clarified the following to be inserted into the Procedures Book:

The PGs have the right to call a 'formal meeting' of the 'Procedures Group' with reasonable notice during their term of office, at an event where all PGs had the opportunity to attend.

A 'formal meeting' is a place where PGs can change the Procedures Book

A 'formal meeting' will be called if a majority of the PG group in attendance deem it necessary.

Any actions that come out of the 'formal meeting' will be minuted and the Procedures Book updated accordingly. Voting procedure will be conducted as already defined by the Procedures Book.

In addition we think there should be more informal methods of feedback, for example where the proposal states a

	<p>request for clarification of the interpretation of a rule, and that where these already exist they should be clearer/ highlighted – as people may be put off by the formality of formally proposing a rule change. The British Youth Council have agreed to look into this and with work with the incoming 2018-19 Procedures Group to make this happen.</p>
<p style="text-align: center;">8. Transparency in BYC decisions</p> <p>The difficulty in acquiring minutes (preferably verbatim) from PG and BYC meetings severely limits accountability to, and the understanding of, MYPs. Thus I propose adding the following to the procedures book</p> <p><i>At the start of any meeting that is responsible for making decisions relating to the operation and/or policy of UKYP, one member must be nominated minute taker. This minute taker shall take, to the best of their ability, verbatim minutes of the meeting detailing who made each point. These minutes will be published in an accessible format. Redactions shall be allowed but only if there is a legitimate legal reason to do so(eg safeguarding)</i></p>	<p>We agree that this is important for accountability, and the following is already part of the Procedures Book (3.2.a.13) 'to ensure that minutes of Procedures Group meetings, if any, are made available, except where sensitive or confidential matters are discussed.'</p> <p>However, we are uncomfortable with the proposal for verbatim minutes, as we feel this undermines the ability for the Procedures Group to have open and honest discussions in the room when they are making decisions. We believe recording items for discussion, and any decisions or actions is practical and ensures accountability.</p> <p>We therefore reject this proposal, and the British Youth Council takes responsibility for this not happening so far this year, unlike previous years, however they understand the importance and will support the Procedures Group to do this moving forward, including decisions and actions from this</p>

	residential.
<p style="text-align: center;">9. 2 minute cap on icebreakers</p> <p>As conferences are extremely expensive endeavors, improving efficiency of learning and discussion should be prioritised. To this extent, Ice-Breakers are a gratuitous waste of the funds youth councils desperately lack and the focus should be on information sharing and regional campaign coordination. Thus I propose adding the following to the procedures book:</p> <p><i>At any UKYP event (or event containing only MYPs) Ice-Breakers shall be capped at 2 minutes and each distinct group can only be made to do one ice-breaker.</i></p>	<p>We do not believe this proposal is a procedural issue, but one about the wider programme. We still discussed it, and we do not agree with the proposal.</p> <p>Ice breakers play an essential role in youth work, in forming supportive and coherent groups, and always have a purpose beyond what it may appear, for example: improving communication in a group; putting everyone on an equal footing; allowing a facilitator to get a feel for the room and get basic info (ages, experience levels) and additional needs/areas for support or focus; energising participants or getting people to focus on the next task. They also take very little resource. The British Youth Council usually asks young people for feedback and ideas for which ice breakers they prefer, and will continue to do this, and they will remind their staff that not all young people feel comfortable participating in all types of ice breakers, however, they propose to continue to use them as a facilitation tool and the Procedures Group support this.</p>
<p>10. Have proposition MYPs with similar motions get together the day before to decide final wording rather than BYC officers doing it.</p>	<p>In the situation where two or motions are put forward with a similar topic, the current process is that British Youth Council staff put a recommendation forward and that this is always sent to MYPs in advance of the meeting for them to approve,</p>



It is undemocratic for BYC staff themselves to coalless motions together as they are not elected. Major political parties also have this problem and their solution is to ask all delegates with similar motions to meet the night before the debate and all agree on the wording of a combined motion. The entire meaning of a motion can be changed by how it is phrased so this is imperative. Thus I propose to add the following to the procedures book:

In the event several similar motions are submitted for the manifesto, all MYPs who submitted a motion will be invited to a compositing meeting the night before the big debate. This will give them the ability to come up with final wording without the obstruction of non-MYPs.

remove their name or suggest changes. We feel this is a fair chance for MYPs to dictate the wording, though it could be improved. The challenge about doing it the night before is that not all MYPs attend the event, and this doesn't give other MYPs the chance to prepare for the debates, or for the final motions to be printed to allow everyone to fully participate (this is highlighted in point 3).

We therefore reject the proposal, but we have asked the British Youth Council to consider this process and how improvements could be made, in light of the new manifesto process which will start in 2018 as passed this weekend (see final proposal in this document).

11. Have an elected policy forum to discuss exactly how and what we want the government to implement, perhaps do them by region

In our manifesto we have dozens of goals and targets, however, we have been rather vague on how we want them to be implemented. If we had a cohesive policy document(like an actual manifesto) it would make it easier to focus our campaigns and back up our arguments. The following is proposed to the procedures book section 4.2:

After annual sitting but before the House of Commons, MYPs should elect delegates to a policy forum to develop and create a detailed policy of implementation for each

The Procedures Group were unclear about the meaning of this proposal, with different members interpreting it in different ways. We were therefore unable to agree any decision or action, however, we have discussed the following which we hope will help to answer the issue:

The House of Commons library briefing available [here](#) gives MYPs the information they need to help them see where the policy currently stands and where there may be campaign opportunities, to help inform them on the topics and prepare for the debates.

The British Youth Council do not currently have the resource to run elections of this type in this period, or to facilitate a

<p><i>item in the make your mark ballot. This will ensure a clear, cohesive and unified policy which will be easier to debate in the HOC and thus campaign on.</i></p>	<p>policy forum.</p> <p>We hope that the manifesto process which will start in 2018 as passed this weekend will help to make a more relevant manifesto document, and the British Youth Council will continue to consider opportunities to strengthen this process, within the financial constraints under which they are operating.</p>
<p>12. Have regional procedures books to be edited at convention</p> <p>Each region has different styles of youth voice, different challenges and different ideals. Thus it is sensible to give regions some autonomy in deciding their own procedures. The following is proposed to the procedures book:</p> <p><i>Each region may create a regional procedures book. This book can be amended by a majority vote at any regional meeting with more than 50% attendance. The book will contain procedures of operation for that region. In the event of a clash between a regional Procedures Book, and the national one, the regional book will be overruled.</i></p>	<p>We feel that this proposal contradicts proposal 1, which highlights the issue of MYPs feeling detached from the Procedures Book as it is. We do not feel that creating more documents and more rules will help this issue, or help to improve efficiency or accessibility within the programme. Further, there is already regional flexibility where necessary /appropriate. We recognise and applaud the fact that some MYPs need and enjoy the structures and procedural side of the UK Youth Parliament, but we also recognise that this is not within the skills or interests of all MYPs. This does not mean that they could not be fantastic MYPs taking action locally and making a difference. We feel many would not be interested in this proposal and would not attend such events.</p> <p>We therefore reject the proposal, although we do believe we need to focus on making the Procedures Book as it stands more effective and accessible (as highlighted in response to point 7).</p>
<p>13. Adopt SYP style digital voting at the big</p>	<p>We do not believe this proposal is a procedural issue, but</p>



<p>vote, maybe use an app</p> <p>There is a lack of accuracy in judging votes by hand, it's an archaic method. The scottish youth parliament uses digital voting and if remote controls cannot be acquired cheaply, an app may also be used. The following is proposed:</p> <p><i>At the big vote, voting will be carried out digitally to ensure an accurate record of votes and expedite the voting process. This process shall be done either via remote or by mobile app.</i></p>	<p>one about the wider programme. We still discussed it, and whilst we don't agree that there is a lack of accuracy in counting by hand, we do agree with this in principle. However, cost is a barrier, as for the size and requirements of the UK Youth Parliament this could cost upwards of £10,000. Regarding the use of an app, we are concerned about equal opportunities and access, as it assumes all young people have, or have access to, a smart phone, which we know is not the case. There are issues around reliable wi-fi at all venues and reliable software, though these aren't issues not to try.</p> <p>In summary, although we agree with the principle, we have to reject this as a proposal, but we are reassured that the British Youth Council are looking at increased digitisation across their work and will do what they can within the financial constraints under which they are operating.</p>
<p>14. Standing orders for annual sitting</p> <p>Like major political parties and parliament itself, it would be wise to move all procedures governing the annual sitting big vote to standing orders and allow MYPs to vote to suspend standing orders if the situation arises when it is necessary, such as MYPs wishing to spend more time debating a specific issue at the expense of another. Add</p>	<p>The Big Vote rules as they stand highlight that 'any point of order will be addressed by the chair'. There is instruction on how to raise one point of order (requesting a vote of no confidence in the chair), so we agree to copying this text to cover points of orders more broadly. The British Youth Council gave feedback to us that at their Annual Council Meeting for members, there was significant feedback this</p>



<p>the following to the procedures book:</p> <p><i>All procedures governing the big vote are considered standing orders. Standing orders are a set of rules that regulate the debates and the debates alone. Any MYP may call a vote to suspend standing orders, which will be decided by a simple majority, by informing an official.</i></p>	<p>year about the process of points of order being inaccessible, and we do not want to create any barriers to the debates that we have as a UK Youth Parliament.</p> <p>We therefore reject this proposal as we feel it is already covered, but will clarify the wording, as outlined above.</p>
<p>15. Call annual sitting a conference</p> <p>The annual sitting seems to have the same procedures/ activities as a political party conference from the speakers to the workshops to the big debate. Thus, it makes more sense to call it a conference than a sitting. Therefore any mention of <i>annual sitting</i> should be replaced with <i>annual conference</i>.</p>	<p>We agree with this proposal, and the British Youth Council will update the Procedures Book and activities for 2018 as appropriate.</p>
<p>16. Policy seminars</p> <p>MYPs often aren't informed as to what the issues in the manifesto, and hence what they are campaigning, on entail. Often they are complex, for example those pertaining to healthcare or education. Therefore, it would make sense to have specialised workshops detailing the workings of local governments, healthcare nuances and structure and how education policy is decided and implemented, key features etc...</p> <p><i>Add the following At UKYP training sessions there should be optional policy seminars to teach MYPs about the inner</i></p>	<p>We do not believe this proposal is a procedural issue, but one about the wider programme. We still discussed it, and we agree with the proposal. PGs can recall similar workshop to this in previous years, and anything that helps MYPs to be more informed of the issues that young people care about is a positive thing.</p> <p>The British Youth Council shared that they have already put in funding bids to allow them to run similar workshops for 2018, and agree that this is something they will continue to work towards, and will do what they can within the financial</p>

<p><i>workings of government and the nuances of the policies that we are campaigning on. These seminars should be delivered by specialists where possible often drawing from the expertise of the local authority workers.</i></p>	<p>constraints under which they are operating.</p>
<p>17. Make everything optional to attend</p> <p>Mandatory sessions are not helpful for returning MYPs as a one size fits none policy very rarely benefits anyone. A solution to this would be making all events optional and more varied in scope, like fringe events at party conferences many are run simultaneously and people can choose events relevant to their specialisms. It would vastly increase the gain for the MYPs. As it currently stands, for experienced MYPs the 10 or so minutes between sessions is more useful(as you can network) then the majority of sessions themselves. The following is proposed to be added to the procedures book:</p> <p><i>Any training events will be optional to attend for MYPs and an effort will be made to provide a variety of options for them to choose between</i></p>	<p>We do not believe this proposal is a procedural issue, but one about the wider programme. We still discussed it, and whilst we don't agree with the final proposal, primarily because we believe all MYPs need to participate in the full programme, and events receive positive evaluations, there are elements of what you highlight as issues which we agree with and think we can help improve.</p> <p>We recognise the issue of ensuring the programme is challenging and engaging enough for all MYPs but particularly returning MYPs. For 2018 we will recommend to the incoming Procedures Group that they look to run optional fringe events, and the British Youth Council will support this.</p>
<p>18. Regional Officers</p> <p>A lack of middle management is severely hampering the efficiency of the UKYP. A more centralised delegation of tasks would lead to increased effectiveness across the board and pooling our sovereignty will increase our scope of operations. Therefore the following officer roles are</p>	<p>When we discussed this proposal, we have a number of concerns, primarily that:</p> <p>PGs would have to have oversight of these roles, and we don't know how this could work or that there are resources available to support it</p>



proposed for a regional level:

Local Authorities Officer: The role of this officer is to build links with, understand the organisational structure of, and liaise with the local authorities in their region on behalf of the UKYP. This officer will also assist coordination of campaigns across large areas using their aforementioned tasks.

Media Officer: The role of this officer is to construct a unified media strategy, talking to regional news outlets and providing press releases for MYPs. They will also build a list of media links for MYPs to employ.

Research and Policy Officer: The role of this officer is to lead research into the nuances of local and government policy on the issues we are campaigning on and hence provide guidance on campaign procedures and objectives. They will also try to collate and provide statistics to MYPs when requested

Liaison to the Whip: This role entails taking advantage of the regions pooled sovereignty to try to influence whips and MPs directly

Third Sector Officer: The role of this officer is to build partnerships with and communicate with third sector organisations and affiliated groups such as charities, companies, service providers and pressure groups. This is to lobby for support, information and resources to assist

Some roles are unclear e.g. liaison to whip there is only 1 whip for each party so we're not sure how that would work.

Some of these roles are already fulfilled by the Procedures Group who are elected to represent their region

Is there enough work for them to do? If there is, does that take away from their MYP role? How would Local Authorities feel if MYPs were spending their time in these roles at the detriment of local work.

Different regions operate differently and would require flexibility, but then that would cause confusion and too many layers and roles all over the country which are difficult to manage

Concern re Local Authorities with higher allocations of MYPs taking over these roles within regions

We therefore reject this proposal because:

every region is unique and so this cannot be set as a procedure

it conflicts with roles already carried out by the Procedures Group (and British Youth Council staff in some cases where appropriate)

PGs in most regions can recruit MYPs to additional roles to



<p><i>the campaigns.</i></p> <p><i>Campaign Coordinators: The job of the Campaign coordinators(of which there are two) is to manage campaigns on a regional level, working with the other officers to ensure the whole region works in synchronicity to achieve our goals.</i></p> <p><i>These officers will be selected from among the MYPs using an AV voting system. This will occur at the first regional meeting after MYPs are elected</i></p>	<p>help with workload – for example around events or Make Your Mark this is encouraged and happens in most regions</p> <p>There is not the resource (money, staff time) available to make this happen and ensure all involved engage meaningfully.</p>
<p>19. Local Authority Collaboration</p> <p>Local Authorities pay large membership fees to UKYP and get very little input into what goes on. Furthermore, individual youth councils gain little besides publicity for having an MYP. A solution to this would be creating an integrated network between the youth councils, sharing information, local campaign plans, acquired resources and experience in order to create a powerful alliance of youth councils that dont waste time duplicating the work of others and every action on the part of one is used as a building block to a better society by the others. Thus I propose the following:</p> <p><i>UKYP will facilitate an active digital network that will work to share campaigns, information and resources between all local authorities in a region and encourage collaboration between these local authorities to help encourage efficient</i></p>	<p>The Procedures Group feel a lot of this already exists and it is the core of the work of the British Youth Council (including outside of the UK Youth Parliament). For example:</p> <p>They run an active network for youth workers from LAs – they have their own programme at events, they are led by LA practitioners from across the regions, they choose the content and topics where they need support, and this year ran the Youth Voice Star Awards to highlight and share good practice.</p> <p>Conventions are meant to provide much of this for young people in youth councils. Annual Council Meeting brings together groups to network, and evaluations say all youth reps who attend do feel a part of a wider network.</p>

<p><i>campaigning.</i></p>	<p>We do have Youth Voice Facebook pages per region/nation which have mixed use but on the whole very few people use. The procedures Group have shared their feedback to the British Youth Council about some of the barriers here, and they will take this forward to the incoming Procedures Group and their staff team about making the most of this online space.</p> <p>We also had concerns that this is not the remit of the UK Youth Parliament programme and the ability to run this effectively. For this and the reasons above, we therefore reject this proposal.</p>
<p style="text-align: center;">20. Hold MYP elections before the House of Commons</p> <p>MYPs currently have to pick up a campaign half-way through, decide a new campaign and only continue the new campaign half-way through. This can lead to collisions of ideas between exiting and entering MYPs. Holding the elections before House of commons would allow MYPs to select, and follow through with, one campaign idea. This is better for continuity and effectiveness of MYPs. Therefore the following change is proposed to section 2.5 :</p> <p><i>1 March to 28/29 February each year is changed to 15th October to 14th October each year.</i></p>	<p>Over the weekend we looked at some of the challenges in the structure of the UK Youth Parliament and started to look at principles for change and possible solutions. This included the fact that MYPs who vote for the campaign are most often not the ones who then carry out much of the campaign work, and the issues this brings, so we recognise your point. We are clear that no structural changes like this proposal, or those other issues we discussed as part of this wider conversation would be put in place immediately or without consultation of all necessary stakeholders (including Local Authorities who pay for and run the elections). We therefore reject this specific proposal, but you can see what we discussed in Session 2 and the follow up actions and we are happy to feedback about this once we know more.</p>

Procedures Group proposals

Proposal/submission from PGs	Decision
<p>Clarifying UK Youth Parliament and PG role</p> <p>The UK Youth Parliament is a project run and delivered by the 'British Youth Council' (BYC)</p> <p>Any decisions concerning any changes of the delivery of the UK Youth Parliament made by BYC must be communicated with the Procedures Group, who reserve the right to have the final say wherever appropriate.</p>	<p>Passed.</p>
<p>Mark Your Mark</p> <p>Make Your Mark is a UK Youth Parliament project run by the British Youth Council. The UK Youth Parliament's Procedures Group should be consulted over how the Make Your Mark results are released.</p>	<p>Passed.</p> <p>In addition to this, the British Youth Council have agreed to produce a written document for the Procedures Group about Make Your Mark and the PG role and expectations for the whole process, available at induction.</p>
<p>PG meetings</p> <p>The PGs have the right to call a 'formal meeting' of the 'Procedures Group' with reasonable notice during their term of office, at an event where all PGs had the opportunity to attend.</p>	<p>Passed.</p>



<p>A 'formal meeting' is a place where PGs can change the Procedures Book</p> <p>A 'formal meeting' will be called if a majority of the PG group in attendance deem it necessary.</p> <p>Any actions that come out of the 'formal meeting' will be minuted and the Procedures Book updated accordingly. Voting procedure will be conducted as already defined by the Procedures Book.</p>	
<p>Social Media</p> <p>The UK Youth Parliament will be active on social media, including Twitter (@UKYP) and Facebook (https://www.facebook.com/UKYouthParliament/).</p> <p>The 'British Youth Council' will operate the UK Youth Parliament's social media channels on behalf of the Procedures Group.</p> <p>Upon the request of a PG, access to these accounts will be shared to allow said-PG to post on these social media channels.</p>	<p>Passed.</p>
<p>Consulting MYPs on campaigns</p> <p>[existing text] The UK Youth Parliament's reserved and devolved campaigns for the year will be decided via the Make Your Mark consultation campaign and a vote at the</p>	<p>Passed.</p>

<p>House of Commons Sitting.</p> <p>[new text] MYPs will be consulted on the implementation of each campaign.</p>	
<p>Impartiality</p> <p>The UK Youth Parliament is an impartial, apolitical programme, and this must be upheld, and as per the code of conduct, all MYPs and PGs must be impartial.</p> <p>PGs must be consulted on the make-up of any panel and guests at all UK Youth Parliament events run by the British Youth Council and their region and nations delivery partners.</p> <p>There must be an attempt to show a spread of partisanship and view points on panels or guests at all UK Youth Parliament events run by the British Youth Council and their region and nations delivery partners.</p>	<p>Passed.</p> <p>In addition, the British Youth Council have agreed to:</p> <p>Publish who we invite to panel debates and similar roles. They always invite a balance of roles across the political spectrum but can't control who replies/confirms attendance. However they can be clearer about who they do invite/who replies.</p> <p>Review their training and support for LA workers on supporting young people on social media.</p> <p>Include in a revised MYP handbook for 2018, what the rules are for BYC and therefore MYPs around the issue of political bias, some examples of what is ok/not ok based on real life examples, what to do if you are not sure, and what BYC do when we receive complaints about MYPs being partisan. They hope this will make expectations clearer and encourage people to speak up if they are not sure or not happy about something they have seen.</p>
<p>'Flipping' of MYPs</p>	<p>Passed.</p> <p>The British Youth Council will also give a definition of</p>

<p>Proposed additions in red:</p> <p>It is not acceptable for a Local Authority, Unitary Authority, regional body or any other Youth Voice body which runs elections to the UK Youth Parliament to “flip” an MYP mid-way through an elected term of office. This is so that the national representatives of each constituency are the young people who won their elections, and therefore have a democratic mandate to speak on the behalf of young people in their constituency at a national level.</p> <p>Bodies which run elections to the UK Youth Parliament must only elect up to their allocated amount of MYPs by UK Youth Parliament, as specified in Appendix 1. If MYPs are elected to run a two-year term, then the number of MYPs must still not exceed the number allocated.</p>	<p>‘flipping’ and examples, and outline more clearly <i>why</i> we do not accept this practise, with examples.</p> <p>It will also be moved to the elections section of the Procedures Book in the housekeeping exercise.</p>
<p>Elevation of an MYP to Role</p> <p>An MYP must not be elevated to their role by either the body responsible for running UK Youth Parliament in that Local Authority or region, or by any other individual or group; MYPs must be elected by young people directly or indirectly, as specified in 2.6.2.</p>	<p>Passed.</p>
<p>Deputising for a Member of Youth Parliament</p> <p>Proposal, add text in red</p>	<p>Passed.</p>

<p>Where an MYP is unable to attend a local / regional / national event, the constituency may choose to send a young person to deputise for them. This young person must be selected from the local youth voice vehicle, as long as the young person is eligible to stand, as defined in 2.6.1.</p>	
<p>Deputising for a Member of Youth Parliament</p> <p>Propose to removal of the following line:</p> <p>Any constituencies joining or re-joining the UK Youth Parliament as of 1st January 2015 cannot elect Deputy Members of Youth Parliament.</p>	<p>Passed.</p>
<p>House of Commons Sitting</p> <p>Proposal to add red text:</p> <p>The UK Youth Parliament will hold a House of Commons Sitting once a year.</p> <p>All MYPs will be invited to attend and numbers are strictly restricted to their allocations.</p> <p>MYPs attending the House of Commons Sitting must have attended at least one national / regional event previously, and cannot register as an MYP on the day to attend the sitting. This is to ensure those who attend the sitting are involved with their electorate and will represent them and</p>	<p>Not passed.</p>

<p>their views at the sitting.</p> <p>The event is used to choose the national campaigns for the UK Youth Parliament for the following year.</p> <p>Debate Leads will be elected at Convention 2 to represent each of the regions/nations and to speak on the issues voted on by MYPs and the young people they represent throughout Make Your Mark.</p>	
<p>Term of office</p> <p>Proposal to move to all MYPs to a two-year term.</p> <p>More information was provided to outline the change in various events and activities to realign with a two year term.</p>	<p>Not passed.</p> <p>This proposal was discussed as part of Session 2. We are clear that no structural changes like this proposal, or those other issues we discussed as part of this wider conversation would be put in place immediately or without consultation of all necessary stakeholders (including Local Authorities who pay for and run the elections). We therefore rejected this specific proposal, but are taking the conversations forward about bringing about structural changes to improve the programme, as outlines in the feedback on session 2.</p>
<p>Procedures Group / Debate Lead applications unclear</p> <p>Proposal to clarify that the Debate Lead applications are public and also to make the Procedures Group application brief clearer on the process of what happens after applying by creating a separate subheading.</p>	<p>Not a procedural vote, but British Youth Council agrees to clarifying these communications, generally and on these specific points.</p>

<p>Which were UK/Devolved campaigns on Make Your Mark</p> <p>Many MYPs did not know which were UK/Devolved campaigns and so could not clarify this to young people asking such. Proposal would be to clarify this in some way.</p>	<p>Not a procedural vote, but British Youth Council agrees as a minimum to list which issue is which on the ballot, next to the list of issues.</p>
<p>Make Your Mark additional space rota</p> <p>There are 13 regions and nations plus the Army Welfare Service. There are 15 Debate Lead speeches at the House of Commons each year (a proposing, opposing and summation speech for each of the 5 debates). This means if each region, nation and AWS get a speech each, there are 2 speeches remaining to be allocated. 1 of these is currently chosen by a rota of each region/nation, and 1 is given to the region/nation with the highest percentage turnout in Make Your Mark.</p> <p>Proposal:</p> <p>To change how the additional 2 speeches are allocated.</p> <p>Options discussed:</p> <ol style="list-style-type: none"> 1. Keep it as it is 2. Keep one on a rota, change the 'highest percentage turnout in Make Your Mark' to 'highest percentage increase on the previous year in Make Your Mark' 3. Allocate both places by a rota 	<p>PGs voted for option 2.</p>



<p>Discussion covered fairness, linking a place to Make Your Mark being an incentive to doing well, some regions/nations feeling they would never get the additional space with current structures so it's not an incentive, rewarding those who do well in Make Your Mark.</p>	
<p>Housekeeping on the Procedures Book</p> <p>Proposal for the British Youth Council to carry out a housekeeping exercise of the Procedures Book, and a review of format and background information (e.g. checking grammar, splitting it into sections so it's easier to navigate, an introduction on what it is and where it's come from).</p>	<p>Passed.</p>

British Youth Council proposal

Manifesto policy cycle

The following proposal was passed.

Issues:

- The manifesto is very long, and can only get longer
- There is no recent evidence that young people support the majority of issues in it
- It isn't a document that MYPs relate to or use often – we get a lot of comments that they didn't know it existed – after all most of them have never contributed to it
- The Make Your Mark shortlisting process is long, difficult and not accessible having to trawl through 101+ motions
- Each year the Big Vote gets shorter as there are only 'new' issues are debated, the more that gets added the less chance of an issue being unique. Every year the MYPs ask for more Big Vote time.

Proposal:

- We bring in the following 2 year cycle. This means that:
- At all times post 2018 Annual Sitting any issue in the manifesto will have been voted on in the past 2 years
- Annual Sitting will have more lengthy policy debates – something MYPs ask for every year
- The manifesto will be shorter, but more relevant
- MYPs will have more ownership



Manifesto Cycle Proposal

	2018	2019	2020
Policy	Everything in current manifesto drops	Only new motions would be added AND manifesto would go through housekeeping to reflect and law/policy changes.	Everything in current manifesto drops
Big Vote Debate	Everything (all motions) that are submitted by MYPs are debated	New policy motions submitted by MYPs (only the things that are not already in the manifesto) – like current process	Everything (all motions) that are submitted by MYPs
UK Youth Parliament Manifesto	The whole document would be new – made from everything that passed at Annual Sitting	Updated	The whole document would be new

Make Your Mark priorities remain on manifesto to ensure the consistent clear priorities with a mandate from young people across the UK remain in the manifesto.