

Establishment, Procedure for Election and Bases for Operation of Tartu City Youth Council

Adopted on 11/10/2018 no. 39

The regulation shall be established under subsections 9 (1)-(3) of the Youth Work Act.

Chapter 1 General Provisions

§ 1. Scope of Regulation

The objective, principles of establishment, procedure for election and management and procedure of work of Tartu City Youth Council (hereinafter Youth Council) to be established at Tartu City Council is set out by this regulation.

§ 2. Objective of Youth Council

(1) The objective of Youth Council shall be to discuss matters concerning youth and to make proposals in regard thereof to City Council and City Government, being guided by the needs and interests of youth.

(2) The proposals of Youth Council shall be indicative for City Council and City Government.

(3) City Government and City Council shall consult Youth Council on planning, resolution and assessment of matters concerning youth.

§ 3. Principles of Establishment of Youth Council

(1) Youth Council shall be a body elected pursuant to this regulation, formed of young people of the age of 14-20 living, according to the Population Register, in the City of Tartu.

(2) Youth Council has 15 members who shall be elected for one year. Should there be less than 15 candidates, Youth Council shall work in a reduced composition.

Chapter 2. Election of Youth Council

§ 4. Election of Youth Council

(1) The election of members of Youth Council shall be free, general, uniform and direct. Voting shall be by secret ballot.

(2) The election of Youth Council shall take place every year in the third week of January, from Wednesday to Friday.

(3) The election of Youth Council shall be organised by an election committee. The election committee shall be convened by and the technical services therefor shall be provided by the Youth Policy Service of the Culture Department of City Government.

(4) The election committee shall consist of 3 to 6 members. The committee shall elect a Chairman who shall organise the activities of the committee. At least one employee of the City Government, at least one representative of City Council and at least one representative of youth with previous experience in a representative body of youth shall be included in the committee. A person running for Youth Council cannot be a member of the election committee.

(5) The election committee shall:

- 1) Register the applications submitted;
- 2) Provide numbers to candidates pursuant to the order of submission;

- 3) Arrange the election of Youth Council;
- 4) Determine the election results;
- 5) Resolve complaints submitted.

§ 5. Running for Youth Council

- (1) A young person whose place of residence, according to the Population Register, is the City of Tartu and who is, at the time of elections, of the age of 14-20 may run for Youth Council.
- (2) A person running for Youth Council shall submit a personally signed application to the election committee. The due date of submission of the application shall be the Wednesday of the second week of January (included).
- (3) The application shall include the following information:
 - 1) Name of the candidate;
 - 2) Date of birth of the candidate;
 - 3) The place of study or work of the candidate;
- (4) A person running for Youth Council has the right to campaign. On the days of election, campaigning shall not be allowed. A person who engaged in campaigning on the days of election shall be removed from candidates by a decision of the election committee and the votes given to him or her shall be annulled.

§ 6. Election of Youth Council

- (1) A young person whose place of residence, according to the Population Register, is the City of Tartu and who is, at the time of elections, of the age of 14-20 may elect Youth Council.
- (2) Every voter has one vote. A voter can vote once.
- (3) Voting shall be carried out electronically in the VOLIS Information System where one shall be identified on the basis of an identity card or a digital identity card, and in the Information Centre of the Tartu Town Hall. If necessary, additional voting stations shall be opened.

§ 7. Determination of Election Results

- (1) 15 candidates with the most votes shall be deemed to be elected.
- (2) If several candidates obtain the same number of votes, the election committee shall organise a public casting of lots in order to determine a member of Youth Council.
- (3) Should a candidate obtain no votes, he or she shall not be deemed to be elected.
- (4) If 5 or less candidates shall be deemed to be elected, a new election shall be arranged.

Chapter 3 Management and Procedure of Work of Youth Council

§ 8. Management of Youth Council

- (1) Youth Council shall be represented and its work shall be organised by the Chairman, or, in the absence of or upon decision of the Chairman, a Vice Chairman.
- (2) The Chairman and Vice Chairman of Youth Council shall be elected on the first session of the new composition of Youth Council by secret ballot. The first session of the new composition shall be called and chaired, until the election of the Chairman of Youth Council, by a representative of the Youth Policy Service of the Culture Department of the Tartu City Government.
- (3) Youth Council may release the Chairman or the Vice Chairman prematurely:
 - 1) On the basis of a personal application;

2) On the proposal of a member of Youth Council, if the Chairman or the Vice Chairman fails to comply with this regulation or damages the reputation of Youth Council by his or her actions and 2/3 of the members of Youth Council vote for his or her release.

(4) Upon premature release of the Chairman or the Vice Chairman, Youth Council shall elect a new Chairman or Vice Chairman at the same session as the premature release.

(5) Upon simultaneous resignation of the Chairman and the Vice Chairman, the session of Youth Council shall be chaired, until the election of the Chairman, by a representative of the Youth Policy Service of the Culture Department of the Tartu City Government.

(6) The Chairman of Youth Council, or in the absence of or upon decision of the Chairman, the Vice Chairman shall:

- 1) Submit decisions of Youth Council as proposals to City Council and City Government;
- 2) Organise Youth Council sessions and other business;
- 3) Perform other duties regarding the work of Youth Council.

§ 9. Removal of Member of Youth Council

(1) A member of Youth Council shall be removed from Youth Council:

- 1) Based on a personal application;
 - 2) If a member has failed to participate in three consecutive sessions.
- (2) Upon removal of a member of Youth Council, he or she shall be replaced with a candidate that was first out based on the election results. In the case of the same number of votes, a public casting of lots shall be carried out.
- (3) If the number of members of Youth Council falls under 5, Youth Council shall lack of quorum and a new election shall be held.

§ 10. Competence, Rights and Obligations of Youth Council

(1) Youth Council shall:

- 1) Discuss and comment on legislation being drawn up by City Council from the perspective of youth in Tartu;
- 2) Initiate and carry out city-wide surveys, discussions, meetings and other events related to legislation drawn up by City Council;
- 3) Represent the opinion youth in Tartu in public;
- 4) Mediate information regarding youth between Tartu City Government and youth;
- 5) Cooperates with youth councils of other cities and parishes.

(2) Youth Council has the right:

- 1) To submit proposals to respective committees of City Council on draft legislations being drawn up by City Council and to participate in the meetings where proposals are discussed;
- 2) To appoint representatives to committee meetings of City Council;
- 3) To use the rooms of a City Government building to hold sessions;
- 4) Involve experts in its activities;
- 5) To form ad hoc committees and to initiate discussions;
- 6) For the purpose of better organisation of work, to form up to three committees where young people outside of Youth Council may be involved. A committee may include up to 11 members and at least half of the members shall be members of Youth Council;
- 7) To carry out other activities in order to perform the objectives of Youth Council.

(3) Youth Council shall be obliged:

- 1) To take into account the proposals of young people of Tartu;
- 2) To mediate information between City Council and youth;
- 3) To abide by this regulation;

- 4) To approve a more specific procedure for work on the first session of the composition which shall include the procedure for election of representatives for City Council committee meetings and the procedure for casting of lots for the replacement of members;
- 5) To inform City Council and City Government of its actions once a year.

§ 11. Procedure for Work of Youth Council

- (1) Youth Council shall convene at least once a month pursuant to the schedule of City Council sessions before the meetings of City Council committees.
- (2) The work format of Youth Council shall be session.
- (3) Decisions of Youth Council shall be adopted by the majority of votes in favour.
- (4) Sessions and minutes of sessions of Youth Council shall be public.
- (5) In its first session, Youth Council shall approve their specific procedure for work.
- (6) In December Youth Council shall present to City Council and City Government an overview of its actions.

Chapter 4 Implementing Provisions

§ 12. Support of Youth Council

The activities of Youth Council shall be supported by the Youth Policy Service of the Culture Department of the City Government.

§ 13. First Election of Youth Council

The first election of Youth Council shall be carried out in January of 2019.

Aadu Must
Chairman