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CYAR Programme - Terms of Reference

Introduction

The Children and Youth At Risk in the Barents region (CYAR) is a co-operation programme adopted and owned by the Joint Working Group on Health and related Social Issues (JWGHS) of the Council of the Barents/Euroarctic region and therefore endorsed by the Ministers of Foreign Affairs of Russia, Finland, Sweden, and Norway.

The Barents CYAR Programme prioritizes a sustainable and comprehensive approach to support children, young people, and families at risk in the Barents Region with the overall aim to promote the well-being of these groups.

Objectives

- To strengthen the rights of the child in accordance with the Convention on the rights of the child and other international treaties, relevant in this context.
- To increase efficiency and quality of services towards target groups, for instance through emphasizing a cross-sectoral approach and the use of knowledge-based methods promoting evidence-based policies and/or other relevant measures.
- To increase information exchange in the Barents region between stakeholders, and support effective collaboration in the realm of children and youth at risk.

The Steering Committee

The Steering Committee will have the delegated authority of the Joint Working Group on Health and Related Issues (JWGHS) to make decisions that are in accord with the objectives of the Barents CYAR Programme.

- Develops the Barents CYAR Programme
- Ensures the Programme is set to achieve realistic and relevant objectives, and aligned with the 6th Barents Framework Programme
- Discusses and makes recommendations on any matter involving the governance and accountability processes of the Barents CYAR Programme
- Initiates, contributes and otherwise guides and supports planning, development, implementation and monitoring of projects, which aim at achieving the purpose and objectives of the Barents CYAR Programme
- Cooperates with the Working Group for Indigenous Peoples (WGIP) as well as the Joint Working Group for Youth (JWGY) within the Barents Euro-Arctic Cooperation
- Liaises and cooperates closely with relevant International organizations, civil society organisations and their programmes and projects

- Support the achievement of objectives included in the Barents Framework Programme for Cooperation on Health and Related Social Issues in the Barents Euro-Arctic Region
- Provides feedback and reports on the progress of the Programme to the JWGHS;

Composition of the Steering Committee

General representation within the SC shall consist of experts appointed to the SC by Barents Partner Countries or Regions. The SC may include representatives from each Partner Country or Region. The Partner Countries and Regions attendance of meetings and other events organized within the Barents CYAR Programme are financed by the respective region/country.

Functions of the Steering Committee members

- Be an advocate for the Programme, foster positive communication outside of the Steering Committee regarding the Programme's progress and outcomes by doing what they can to promote its outputs
- Actively participate in meetings through attendance, discussion, and review of minutes, papers and other Steering Committee documents
- Support open discussion and debate, and encourage fellow Steering Committee members to voice their insights
- Review the progress of the Programme and advise Barents projects' teams.
- Regularly inform their superiors and authorities about the progress and outcomes of the Steering Committee's work and Barents CYAR Programme.
- Supporting and initiating financing for projects/activities with the support from the CYAR chair and programme officer
- In addition to participating in face-to-face meetings, Steering Committee members are required to engage actively in the Barents CYAR Programme's Steering Committee obligations between meetings.
- All Steering Committee members are expected to participate actively in Steering Committee decisions and deliberations year-round.
- The working language of the SC will be English and Russian

Chairperson and programme officer

Members and role of the CYAR Steering committee are listed in the appendix 2, members of the steering committee.

The chairperson can be assisted by a vice chairperson. Furthermore, the chair collaborates with regional programme officers.

The chair and vice chair, when relevant, programme officer, are responsible for providing effective leadership concerning the Steering Committee's overall aims

and functions spelled out above. The chair, vice chair and programme officers are responsible for:

- Chairing the SC group meetings
- Drawing the agenda for the meeting of the SC
- Ensuring that the SC meets at appropriate intervals and that the minutes of meetings and any reports to the JWGHS accurately record the decisions taken
- Encourages broad participation from members in discussion by calling on different people
- Ending each meeting with a summary of decisions and assignments
- Ensuring that the views of the SC are passed on to the JWGHS
- Communicating the SCs views to relevant stakeholders and the public, as requested
- Briefing new representatives upon their appointment, as appropriate
- Keeping in contact with SC members in-between the meetings
- Circulation of relevant material to members in good time for preparation for each meeting
- Drafting of agendas for agreement
- Finalizing minutes and recording of decisions made
- Reporting on progress to the JWGHS

Meetings and communication

The Steering Committee shall meet regularly, holding two-three meetings per year if possible. The location of meetings will rotate based on the interest expressed by the Partners. During the pandemic, meetings are held digitally.

The SC Chair may invite experts from national, international or regional organizations to participate in the SC as speakers or invited experts.

Minutes of each meeting/conference call is taken by a designated rapporteur and circulated for approval to Steering Committee members in draft form no later than three weeks after the meeting has been held.

Decision-making

Wherever possible, the Steering Committee takes its decisions by consensus.

When consensus cannot be achieved, a decision can be made by a vote of the simple majority. Only official members of the SC take part in decision-making.

Appendix 1: Programme activities

The present activity plan is developed according to the programme's objectives and includes priorities areas and targeted activities.

Priorities areas:

- Child participation
- Youth crime and violence/abuse
- Parental/family support
- Mental health and consequences of the pandemic

Objective A: To strengthen the rights of the child in accordance with the Convention on the rights of the child and other international treaties, relevant in this context.

A1: Define which areas are the most relevant for continued work and identify priority areas for the exchange of experience.

A2: Organize conference to exchange experiences and share different kinds of best practice. Develop cooperation with public services, NGOs and youth organizations for collaboration.

A3: Identify if there is need for competence development regarding any priority area.

Objective B: To increase efficiency and quality of services towards target groups, for instance through emphasizing a cross-sectoral approach and the use of knowledge-based methods promoting evidence-based policies and/or other relevant measures.

B1: Mapping the best knowledge-based practices available regarding to the priority areas and the Barents region. The mapping is suggested to be done by the steering committees' representatives.

B2: Update and make available information of best knowledge-based practices. Highlight the knowledge-based and evidence-based methods.

B3: Sustain and develop the well-established collaboration between child welfare services, education, mental health and juvenile justice system within the CYAR-network.



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Objective C. To increase information exchange in the Barents region between stake-holders, and support effective collaboration in the realm of children and youth at risk.

C1: Maintain and develop contact and collaboration in the CYAR Steering Committee

C2: Sustain and continue developing the CYAR web-site

C3: Coordination with organizations with similar target groups, such as CBSS' EGCC, Working Group for Indigenous Peoples (WGIP), Joint Working Group for Youth (JWGY), regional committees and others.

Appendix 2: Members of the Steering Committee

Sweden

Ms. Andrea Hormazabal, Coordinator for child issues, The Swedish National Board of Health and Welfare, Sweden (**Chair**)

Email: andrea.hormazabal@socialstyrelsen.se

Phone: +46 (0) 7162 43 92

Ms. Nanna Forsgren, Development manager, Västerbotten Region, Sweden (**Programme officer**)

Email: nanna.forsgren@regionvasterbotten.se

Republic of Karelia

Ms. Olga Shorohova, Chief Physician, the State Budgetary Healthcare Institution of the Republic of Karelia ("City Children's Hospital")

Email: mediks9691@mail.ru

Ms. Natalia Kravchuk, Head of the organizational and methodological Department, the State Budgetary Healthcare Institution of the Republic of Karelia "City Children's Hospital"

Email: omo.gdb@mail.ru

Arkhangelsk Region

Ms. Svetlana Lomaka, Advisor to the Deputy Chairman of the Government of the Arkhangelsk Region, Deputy Chairman of the Commission on Minors' Affairs and Protection of their rights under the Government of the Arkhangelsk Region, Russia

Email: lomaka@dvinaland.ru

Phone: 8-8182-288-317

Ms. Marina Zhestovskikh, Manager of the Unit for International Affairs, Medical and Informational Analytical Centre, Healthcare Ministry of the Arkhangelsk Region, Russia

Email: u4ic@yandex.ru

Murmansk Region

Ms. Alevtina Vasiljevna Andreeva, Ombudsman for Children's Rights in Murmansk Region.

rebenok@gov-murman.ru

Norway

Ms. Unni Nygaard, Special Adviser, Department of International services,
Norwegian directorate for Children, Youth and Family Affairs, Norway
Email: unni.nygaard@bufdir.no
Phone: +47 466 19 798

Finland

Ms. Päivi Lindberg, PhD, Chief Specialist, Promotion of and services for the
welfare, health and functional capacity of children and young people, Finnish In-
stitute for Health and Welfare (THL), Finland
Email: paivi.lindberg@thl.fi
Phone: +358 29 524 7648

Ms. Mirka Mäkipää, superintendent in Social Care, Regional State Administra-
tive Agency, Finland
Email: mirka.makipaa@avi.fi

Adjunct/Co-opted:

Mr. Jörgen Gyllenblad, Deputy Director, Ministry of Health and Social Affairs,
Sweden
Email: jorgen.gyllenblad@gov.se

Ms. Minna Sinkkonen, Development Manager, International Affairs, Finnish In-
stitute for Health and Welfare, Finland
Email: minna.sinkkonen@thl.fi
Phone: +358-29 524 7032

Ms. Johanna Toivonen, Finnish Institute for Health and Welfare, Finland
Email: johanna.toivonen@thl.fi

** New representatives may be added during the year.*

Consultation

- Finnish Institute for Health and Welfare on cooperation for supporting
the welfare of children and youth within the framework of CYAR
- Working Group for Indigenous Peoples (WGIP)
- Joint Working Group for Youth (JWGY)
- Länsstyrelsen Västerbotten
- CBSS' EGCC

Appendix 3: Barents Euro-Arctic Region

