

**YOUTH OFF THE STREETS LIMITED
SERVICES COMMITTEE CHARTER**

1. COMMITTEE PURPOSE

The primary function of the Services Committee is to assist the Youth Off The Streets Limited (YOTS) Board of Directors in fulfilling its responsibilities by reviewing YOTS services and the performance and outcomes of the individual programs.

2. COMMITTEE RESPONSIBILITIES

2.1 In relation to services the committee is to:

- (a) Ensure adequate and appropriate services reporting, including assessing the appropriateness of services policies and practices and ensure that disclosures meet the minimum requirements.
- (b) Review the services in relationship to the mission, strategic and business plans of the organisation and make recommendations to the Board as appropriate.
- (c) Review the services delivery, assessment and outcomes and make appropriate recommendations to the Board. The review will include an annual program of service visits.
- (d) Evaluate the procedures established by Management to ensure the Company's compliance with appropriate government bodies. Review these procedures on an annual basis.
- (e) Identify and assess the operating risks associated with any proposed new service or programme initiative to be undertaken by YOTS and make recommendations to the Board as appropriate.

3. COMMITTEE MEMBERSHIP

3.1 Committee membership shall consist of at least three and not more than five Board Members. The CEO will be a member of the services committee. Members of the YOTS' Services staff may be invited from time to time to present papers.

3.2 Committee membership is to be reviewed every two years with recommendations for any changes to be recommended to the Board for approval.

3.3 The Secretary of the Committee will be a Board Member.

4. COMMITTEE REPORTING OBLIGATIONS

4.1 The Chairman of the Services Committee must report to the Board meeting following each committee meeting. The report should include:

- (a) Any formal resolutions of the committee.
- (b) Any recommendations to the Board requiring action and/or approval.

4.2 The Committee's minutes (including details of members present) must be submitted to the Board at its next meeting.

5. MEETINGS

The Services Committee shall meet monthly.

6. COMMITTEE PERFORMANCE REVIEW

The Committee should undertake an annual review of its own performance and report the results to the Board.

7. CHARTER REVIEW

The Board must approve the Charter and all amendments to the Charter. The Charter shall be formally reviewed on a periodic basis, but at least every two years.

DATE:

CHAIRMAN: