

Council Plan Theme: Caring Matters ECM Outcome: Enjoy and Achieve				DPT Lead Officer Jane Porter	
Aim: Achieve personal and social development and enjoy recreation					
Ref.	Objective	Start date:	Finish date:	Lead Officer(s)	
1	To provide positive activities for young people 13-19 to ENJOY	1/4/09	31/3/11	Lead Officer Universal Services	
Ref.	Critical actions, tasks, activities & milestones	Start Date Month/Year	Finish Date Month/Year	Accountable Officer	Reporting Division
	Continue to ensure that resources are deployed according to need.	1/4/09	31/3/11	Area Leader	EYYES
	Ensure that plans are in place at an area and individual work level	1/4/09	31/3/11	Area Leader	EYYES
	Maintain quality assurance framework	1/4/09	31/3/11	Area Leader	EYYES
	Ensure young people continue to be fully involved in planning, delivery and evaluation	1/4/09	31/3/11	Area Leader	EYYES
	To co-ordinate the delivery of Positive Activities with partners	1/4/09	31/3/11	Area Leader	EYYES
	Ensure data is collected for performance management reporting and monitoring	1/4/09	31/3/11	Area Leader	EYYES
Ref.	Key Performance Measures:	2009/10 Target	2010/11 Target		Reporting Division/Officer
	Hubs open at least 4 times per week	100%	100%	Area Leader	EYYES
	Part time centres open at least 3 times per week	100%	100%	Area Leader	EYYES
	Minimum detached sessions per week	6	6	Area Leader	EYYES
	Minimum sessions per week specifically for disabled young people	1	1	Area Leader	EYYES
	Minimum sessions per weekend	2	2	Area Leader	EYYES
	Minimum number of days holiday provision per year	26	26	Area Leader	EYYES
	All units to provide a general programme that reflects young peoples recreational interests	100%	100%	Area Leader	EYYES

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	Provide outdoor adventure activities opportunities	1	1	Area Leader	EYYES
	Provide opportunities for young people to access arts activities	2	3	Area Leader	EYYES
	Support local events for young people	1	2	Area Leader	EYYES
	To develop work with the area Healthy Towns hub	1	1	Area Leader	EYYES
Why this objective? <i>Duty to secure access to positive activities for young people (Section 6 Education and Inspections Act, 2006)</i> <i>Duty to promote positive activities</i> <i>Young people and their communities have prioritised things to do and places to go for young people</i>					
Risks associated with this objective? Finance , reduced budget will impact on service delivery; frontline delivery is prioritised Human Resources , recruitment and retention of skilled staff is an ongoing issue; training and support for staff will continue Partnership , much of our work is in partnership with other agencies; continued commitment to the development of partnership working and working towards Integrated Youth Support Services Technology , failure of management information systems; investment in improved system and associated training Environment , settings that are fit for purpose; service continues to maintain buildings that are safe, fit for purpose and well equipped Customer involvement , activities are not accessible; ensure that activities are promoted and that young people are actively involved Social Inclusion , activities are not available according to need; efforts are made to target disadvantaged young people Legal , not complying with legal requirements of delivering positive activities; continuing to implement legal requirements and monitoring of delivery Political , failure to implement Integrated Youth Support Services; commitment to develop Integrated Youth Support Services with partners Organisational , failure to deliver good quality provision; quality assurance framework in place to improve the quality of provision					
Impact on the people of Dudley? <i>Young people are able to enjoy taking part in positive activities that contribute to their personal and social development</i>					
Consultation <i>Young people are consulted through our annual user satisfaction survey.</i> <i>Young people are involved in our self assessment of provision</i> <i>Young people are involved in prioritising activities for area and unit plans</i>					
Equality and Diversity <i>Management information is regularly monitored to assess impact of positive activities with respect to equalities and diversity</i> <i>Address the needs of young people at risk of negative outcomes</i>					
Training & Development <i>The training programme for 2009/10 will prioritise core competencies that relate to the delivery of positive activities.</i>					

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Resources used & Partnership involvement in delivery? <i>Partnership work with the voluntary sector increases the diversity of positives activities available to young people</i> <i>A service level agreement with The What? Centre supports the delivery of information advice and guidance for young people</i> <i>A service level agreement with Teenage Pregnancy Strategy ensures targeted delivery of activities with teenage parents</i> <i>Partnership work with schools offers young people opportunities for personal social development within school settings</i>		

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Ref.	Objective	Start date:	Finish date:	Lead Officer(s)	
2	To provide positive activities for young people 13-19 to ACHIEVE	1/4/09	31/3/11	Lead Officer Universal Services	
Ref.	Critical actions, tasks, activities & milestones	Start Date Month/Year	Finish Date Month/Year	Accountable Officer	Reporting Division
	Ensure that resources are deployed according to need	1/4/09	31/3/11	Area Leader	EYYES
	Ensure young people continue to be fully involved in planning, delivery, and evaluation	1/4/09	31/3/11	Area Leader	EYYES
	Identify and implement a variety of accreditation opportunities for young people	1/4/09	31/3/11	Area Leader	EYYES
	Ensure data is collected for performance management reporting and monitoring	1/4/09	31/3/11	Area Leader	EYYES
	To co-ordinate the delivery of positive activities that lead to learning outcomes and accreditation	1/4/09	31/3/11	Area Leader	EYYES
Ref.	Key Performance Measures:	2009/10 Target	2010/11 Target		Reporting Division/Officer
	Develop and deliver the 'school menu' to a minimum number of schools	2	2	Area Leader	EYYES
	All holiday provision to include recorded outcomes and accreditation	100%	100%	Area Leader	EYYES

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	All full time and part time development workers to deliver accreditation work	100%	100%	Area Leader	EYYES
	Young people to receive recognition for volunteering	100%	100%	Area Leader	EYYES
	Support Duke of Edinburgh Award groups already established	1	2	Area Leader	EYYES
	All units to provide a general programme that reflects young peoples recreational interests	100%	100%	Area Leader	EYYES
	Provide outdoor activities that lead to an accreditation and learning outcomes	1	1	Area Leader	EYYES
	Work in partnership with schools to ensure young people have opportunities to gain extra curricular accreditations and or learning outcomes.	1	2	Area Leader	EYYES
Why this objective? <i>Duty to secure access to positive activities for young people (Section 6 Education and Inspections Act, 2006)</i> <i>Duty to promote positive activities</i> <i>Young people and their communities have prioritised things to do and places to go for young people</i>					
Risks associated with this objective? Finance , reduced budget will impact on service delivery; frontline delivery is prioritised Human Resources , recruitment and retention of appropriately skilled staff to deliver learning outcomes and accreditation programmes is an ongoing issue; Training and support for staff will continue Partnership , much of our work is in partnership with other agencies; there is a continued commitment to the development of partnership working and working towards Integrated Youth Support Services Technology , failure of management information systems, investment in improved system and associated training to improve recording of learning outcomes and accreditation Environment , settings that are fit for purpose; appropriate equipment and resources to deliver learning outcomes and accreditation Customer involvement , activities are not accessible, ensure that activities are promoted and that young people are actively involved Social Inclusion , activities are not available according to need, efforts are made to target disadvantaged young people Legal , not complying with legal requirements of delivering positive activities, continuing to implement legal requirements and requirements of licensing bodies Political , failure to implement Integrated Youth Support Services, commitment to develop Integrated Youth Support Services with partners Organisational , failure to register with accrediting bodies, delivery of structured programmes in line with requirements of the accrediting body					
Impact on the people of Dudley? <i>Young people are able to enjoy taking part in activities which lead to learning outcomes and accreditation</i>					
Consultation <i>Young people are consulted through our annual user satisfaction survey.</i>					
Equality and Diversity <i>Management information is regularly monitored to assess impact of positive activities that lead to learning outcomes and accreditation with respect to equalities, diversity and social inclusion</i> <i>Address the needs of young people at risk of negative outcomes</i>					

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Training & Development <i>The training programme for 2009/10 will include Internal Moderation for ASDAN short courses, Youth Achievement Award, BELA and Fell Walking</i> <i>The delivery of learning outcomes is included in Foundation Course and Introduction to Youth Work Course</i>		
Resources used & Partnership involvement in delivery? <i>Partnership work with the voluntary sector increases the delivery of programmes of learning and accredited opportunities</i> <i>Partnership work with schools offers young people opportunities for gaining learning outcomes and accreditation</i> <i>Targeted work with Teenage Parents delivers learning outcomes and accreditation</i>		

Council Plan Theme: Caring Matters ECM Outcome: Make a Positive Contribution				DPT Lead Officer Jane Porter	
Aim: To develop positive relationships and choose not to discriminate					
Ref.	Objective	Start date:	Finish date:	Lead Officer(s)	
3	To improve the health, well-being and safety of young people	1/4/09	31/3/11	Lead Officer Universal Services	
Ref.	Critical actions, tasks, activities & milestones	Start Date Month/Year	Finish Date Month/Year	Accountable Officer	Reporting Division
	Ensure that resources are deployed according to need	1/4/09	31/3/11	Area Leader	EYYES
	Ensure that plans reflect young peoples health, well-being and safety.	1/4/09	31/3/11	Area Leader	EYYES
	To co-ordinate the delivery of positive activities with partners to young people	1/4/09	31/3/11	Area Leader	EYYES
	Ensure data is collected for performance management reporting and monitoring	1/4/09	31/3/11	Area Leader	EYYES
	To identify curriculum priorities at an Area and unit level	1/4/09	31/3/11	Area Leader	EYYES
	Ensure Healthy Promoting Youth Work Settings	1/4/09	31/3/11	Area Leader	EYYES

Council Plan Theme: Caring Matters ECM Outcome: Make a Positive Contribution				DPT Lead Officer Jane Porter	
Aim: To develop positive relationships and choose not to discriminate					
Ref.	Key Performance Measures:	2009/10 Target	2010/11 Target		
	Establish SRE drop in facilities	1	1	Area Leader	EYYES
	Deliver SRE awareness workshops per year	12	12	Area Leader	EYYES
	Deliver substance misuse workshops per year	4	4	Area Leader	EYYES
	Deliver personal safety workshops per year	4	4	Area Leader	EYYES
	Deliver healthy lifestyles workshops per year	12	12	Area Leader	EYYES
	Anti-bullying policy established per unit	4	4	Area Leader	EYYES
	Substance misuse policy established per unit	4	4	Area Leader	EYYES
	Deliver get cooking programmes per year	2	4	Area Leader	EYYES
	Deliver sports / fitness programmes per year	2	4	Area Leader	EYYES
	Deliver anti social behaviour workshops	1	2	Area Leader	EYYES
	Deliver positive images workshop	1	1	Area Leader	EYYES
	Promote anti knife campaign	100%	100%	Area Leader	EYYES
	Promote internet safety campaign	100%	100%	Area Leader	EYYES
	Deliver workshops around independent living	2	2	Area Leader	EYYES
Why this objective? <i>Duty to secure access to positive activities for young people (Section 6 Education and Inspections Act, 2006)</i> <i>Duty to address barriers faced by disadvantaged groups</i>					
Risks associated with this objective? <i>Finance, reduced budget will impact on service delivery; ensure that budget pressures do not have disproportionate effect on targeted groups</i> <i>Human Resources, recruitment and retention of skilled staff is an ongoing issue; training and support for staff and volunteers will include equalities</i> <i>Partnership, failure to work in partnership with other agencies; continued commitment to the development of partnership working to increase diversity of provision</i>					

Council Plan Theme: Caring Matters
ECM Outcome: Make a Positive Contribution

DPT Lead Officer
Jane Porter

Aim: To develop positive relationships and choose not to discriminate

Technology, failure of management information systems; investment in improved system and associated training

Environment, settings that are not fit for purpose; service continues to maintain buildings that are safe, fit for purpose, well equipped and DDA compliant

Customer involvement, activities are not accessible; ensure that activities are promoted appropriately and that young people from targeted groups are actively involved

Social Inclusion, activities are not available according to need; ensure that provision is targeted to need

Legal, not complying with legal requirements relating to equality, DDA; continuing to implement legal requirements and monitoring of delivery

Political, failure to implement Integrated Youth Support Services; commitment to develop Integrated Youth Support Services with partners

Organisational, failure to assess impact of provision; effective impact assessment process in place

Impact on the people of Dudley?

Young people from targeted groups are able to enjoy taking part in positive activities that contribute to their personal and social development and achieve learning outcomes and accreditation

Consultation

Young people are consulted through our annual user satisfaction survey.

Young people are involved in our self assessment of provision

Young people are involved in prioritising activities for area and unit plans

Equality and Diversity

Management information is regularly monitored to assess impact of service with respect to equalities, diversity and social inclusion

Address the needs of young people at risk of negative outcomes

Training & Development

The training programme for 2009/10 will include training that relates to equalities.

Resources used & Partnership involvement in delivery?

The Equalities Team will be deployed to targeted groups of young people

Partnership work with Me 2 to improve inclusiveness of provision

Partnership work with the voluntary sector increases the diversity of positives activities available to young people

Council Plan Theme: Quality Services Matter ECM Outcome: Make A Positive Contribution				DPT Lead Officer Jane Porter	
Aim: Engage in decision making and support the community and environment					
Ref.	Objective	Start date:	Finish date:	Lead Officer(s)	
4	To ensure young people are actively involved in decision-making at all levels	1/4/09	31/3/11	Lead Officer Universal Services	
Ref.	Critical actions, tasks, activities & milestones	Start Date Month/Year	Finish Date Month/Year	Accountable Officer	Reporting Division
	Ensure that young people are aware of and encouraged to participate in area and unit level decision making opportunities.	1/4/09	31/3/11	Area Leader	EYYES
	Ensure all plans specify young peoples' involvement	1/4/09	31/3/11	Area Leader	EYYES
	Work with partners to increase the opportunity for young peoples active involvement	1/4/09	31/3/11	Area Leader	EYYES
	Ensure that the diversity of young people participating reflects the local population	1/4/09	31/3/11	Area Leader	EYYES
	Ensure data is collected for performance management reporting and monitoring	1/4/09	31/3/11	Area Leader	EYYES
Ref.	Key Performance Measures:	2009/10 Target	2010/11 Target		EYYES
	Support participation in UKYP elections	50%	100%	Area Leader	EYYES
	To ensure young people receive accreditation for their involvement in decision making	50%	75%	Area Leader	EYYES
	To ensure young people receive learning outcomes for their involvement in decision making	100%	100%	Area Leader	EYYES
	To ensure area youth forum representatives support the Dudley Youth Council	2	2	Area Leader	EYYES
	Numbers of young people participating in the annual sitting	20	30	Area Leader	EYYES
	Numbers of young people participating in democracy week	40	50	Area Leader	EYYES
	Young people involved in Self Assessment visits	2	4	Area Leader	EYYES
	Numbers of young people participating in the annual youth survey to enable a service that is responsive to young peoples needs and interests.	150	200	Area Leader	EYYES
	Maintain one area youth forum for young people to engage in decision making	1	1	Area Leader	EYYES

Council Plan Theme: Quality Services Matter ECM Outcome: Make A Positive Contribution				DPT Lead Officer Jane Porter	
Aim: Engage in decision making and support the community and environment					
	All units / projects to have an active representative or interest group.	80%	100%	Area Leader	EYYES
	All representative or interest group to meet bi monthly.	100%	100%	Area Leader	EYYES
	Area youth forum will meet a minimum of four times a year.	100%	100%	Area Leader	EYYES
	To ensure that all programmes have involved young people in the decision-making.	100%	100%	Area Leader	EYYES
	Make links with Voluntary organisations / agencies that work with young people 13 – 19 to assist them in developing strategies to engage young people in the decision making processes	3	4	Area Leader	EYYES
	To support young people to apply for external funding to deliver their own activities	2	4	Area Leader	EYYES
Why this objective? United Nations Convention on the Rights of the Child (1989) Every Child Matters (2004) The Children Act (2004)					
Risks associated with this objective? Finance , reduced budget will impact on service delivery ;frontline delivery is prioritised Human Resources , recruitment and retention of skilled staff is an ongoing issue; training and support for staff will be provided Partnership , lack of involvement of some schools / colleges results in limited opportunities for some young people to participate; support of Participation Officer Technology , data entry is not accurate and up to date for efficient and effective reporting; data entry monitored and addressed Environment , settings and activities not safe and fit for purpose; continue to maintain buildings and provide safe, appropriate activities Customer involvement , opportunities are not accessible to all young people resulting in lack of diverse, representative groups; ensure information is shared widely and is accessible to all Social Inclusion , opportunities are not available to all therefore risk of increasing gap between engaged and disengaged, use MI to monitor participation Legal , not complying with legal requirements; ensure legal requirements are met Political , limited opportunities for young people to participate in decision making; ensure minimum targets met Organisational , failure to involve young people in decision making processes; continue to monitor involvement					
Impact on the people of Dudley? Young people are more informed of their rights, are able to participate, and feel their voices are heard, valued and acted upon. Members of the local community have a more balanced view of young people and see the positive contributions which they make to their local communities. Better community / social cohesion.					
Consultation Young people are consulted on planning and activity programming Young people are involved in assessment of service provision Young people are consulted through our annual satisfaction survey					

Council Plan Theme: Quality Services Matter ECM Outcome: Make A Positive Contribution		DPT Lead Officer Jane Porter
Aim: Engage in decision making and support the community and environment		
Equality and Diversity <i>Management information is regularly monitored to assess participation levels and impact / outcomes</i> <i>Management information used to target work to ensure opportunities are developed in accordance with need</i> <i>Ensure opportunities are accessible to young people</i>		
Training & Development <i>Raise skill levels of key members of staff through specific training, and opportunities for work placements etc.</i>		

Council Plan Theme: Quality Service Matters ECM Outcome:				DPT Lead Officer	
Aim: To achieve a high performing youth service					
Ref.	Objective	Start date:	Finish date:	Lead Officer(s)	
5	To provide young people 13-19 with high quality youth work provision	1/4/09	31/3/11	Lead Officer Universal Services	
Ref.	Critical actions, tasks, activities & milestones	Start Date Month/Year	Finish Date Month/Year	Accountable Officer	Reporting Division
	To maintain the involvement in the annual self assessment process.	1/4/09	31/3/11	Area Leader	EYYES
	To embed the performance management processes	1/4/09	31/3/11	Area Leader	EYYES
	To provide provision that is safe, fit for purpose and well-equipped	1/4/09	31/3/11	Area Leader	EYYES
	To ensure delivery is compliant with the Safeguarding of young people	1/4/09	31/3/11	Area Leader	EYYES
Ref'	Key Performance Measures:	2009/10 Target	2010/11 Target		Reporting Division/Officer
	To ensure that provision is satisfactory or better against the Ofsted criteria	80%	100%	Area Leader	EYYES
	To ensure that all full and substantial part time practitioners are assessed at least once per year	100%	100%	Area Leader	EYYES
	Each worker to be assessed at a team level bi-annually	100%	100%	Area Leader	EYYES

Council Plan Theme: Quality Service Matters ECM Outcome:				DPT Lead Officer	
Aim: To achieve a high performing youth service					
	To increase the number of youth settings achieving the Me2 standards.	1	1	Area Leader	EYYES
	To ensure that all off site activities are risk assessed and approved by appropriately qualified staff.	100%	100%	Area Leader	EYYES
	To Reach 25% of the 13 – 19 population	25%	25%	Area Leader	EYYES
	To ensure that all staff, inc, volunteers, are CRB cleared.	100%	100%	Area Leader	EYYES
	To ensure that 15% of 13-19's participate (attend at least 3 times) in positive activities	15%	15%	Area Leader	EYYES
	To ensure that all partnership working has a Service Level Agreement in place	100%	100%	Area Leader	EYYES
	To ensure that all provision is subject to an annual inventory and site check	100%	100%	Area Leader	EYYES
	To ensure that 60% of young people participating receive a recorded learning outcome	60%	60%	Area Leader	EYYES
	To ensure that 30% of young people participating receive an accreditation	30%	30%	Area Leader	EYYES
	To ensure Youth Service venues are DDA compliant	100%	100%	Area Leader	EYYES
	Encourage and support part time staff to undertake relevant training opportunities.	100%	100%	Area Leader	EYYES
	Ensure all new staff receive a through induction of the Service, area and projects / centres	100%	100%	Area Leader	EYYES
Why this objective? Duty to secure access to positive activities for young people (section 6 education and inspections Act 2006)					
Risks associated with this objective? Finance , reduced budget will impact on delivery; frontline delivery is prioritised. Human Resources , recruitment and retention of skilled staff is an on-going issue; staff training and support to continue Technology , failure of management information system to enable monitoring; invest in improved system and associated reporting Environment , settings are not fit for purpose; continue to maintain buildings and provide safe activities Customer involvement , activities are not appropriate; ensure that young people continue to contribute to assessment processes. Social inclusion , activities are not accessible; ensure activities meet need Legal , not complying with legal requirements, continue to monitor provision to ensure implementing legal requirements Political , failure to implement Integrated Youth Support Services; commitment to develop Integrated services with partners Organisational , failure to deliver good quality provision; quality assurance framework in place to improve the quality of provision.					

Council Plan Theme: Quality Service Matters		DPT Lead Officer
ECM Outcome:		
Aim: To achieve a high performing youth service		
Impact on the people of Dudley?		
Young people will be able to access youth work provision that is of a high quality.		
Consultation		
Young people are consulted through our annual satisfaction survey		
Young people are involved in the self assessment process		
Equality and Diversity		
Assessment enables the service to monitor impact with respect to equalities and diversity.		
Reference: to develop positive relationships and choose not to discriminate		
Training & Development		
Issues raised through assessments will be addressed through training and staff development		
Reference training and staff development for onsite risk assessment.		
Resources used & Partnership involvement in delivery?		
Self assessment =15 days		
Area assessments = 35 days		
Performance Management = 18 days		
Risk assessments = 200 days.		