

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	Amanda Grove	
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	
	Part time hubs open at least 3 times per week.	100%	100%	Area Leader	
	Minimum detached sessions per week.	3	3	Area Leader	
	Minimum sessions per week specifically for disabled young people.	1	1	Area Leader	
	Minimum sessions per weekend.	2	2	Area Leader	
	Minimum number of day's holiday provision per year.	26	26	Area Leader	
	All hubs to provide a general programme that reflects young people's recreational interests.	100%	100%	Area Leader	

Why this objective?

Duty to secure access to positive activities for young people (Section 6 Education and Inspections Act, 2006)

Aim: Achieve personal and social development and enjoy recreation.

Duty to promote positive activities

Young people and their communities have prioritised things to do and places to go for young people

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?

Young people are able to enjoy taking part in positive activities that contribute to their personal and social development

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 positive activities with respect to equalities and diversity

Address the needs of young people at risk of negative outcomes

Training & Development

The training programme for 2009/10 will prioritise core competencies that relate to the delivery of positive activities.

Resources used & Partnership involvement in delivery?

Budget for youth service for 2009/10 is £263,700.00

Youth service budget per young person aged 13-19 is £52.38

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

A service level agreement with The What? Centre supports the delivery of information advice and guidance for young people

A service level agreement with Teenage Pregnancy Strategy ensures targeted delivery of activities with teenage parents

Partnership work with schools offers young people opportunities for personal social development within school settings

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)	
2	To provide positive activities for young people 13-19 to ACHIEVE.	1/4/09	31/3/11	Amanda Grove	
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 accreditation and learning outcomes are identified within area and individual plans.	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	
	All holiday provision to include recorded outcomes and accreditation.	100%	100%	Area Leader	
	All full time and part time practitioners to deliver accreditation work.	100%	100%	Area Leader	
	Young people to receive recognition for volunteering.	100%	100%	Area Leader	
	To ensure that 30% of young people aged 13-19 participating in positive activities gain an accreditation (227).	30%	30%	Area Leader	
	To ensure that 60% of young people aged 13-19 participating in positive activities gain a recorded / learning outcome (453).	60%	60%	Area Leader	
	Support Duke of Edinburgh Award groups already established.	5	5	Area Leader	
	Establish Duke of Edinburgh Award groups in priority locations.	1	1	Area Leader	

Council Plan Theme: Caring Matters
ECM Outcome: Enjoy and Achieve

DPT Lead Officer
Jane Porter

Aim: Achieve personal and social development and enjoy recreation.

	All hubs to provide a general programme that reflects young people's recreational interests.	100%	100%	Area Leader	
--	--	------	------	-------------	--

Why this objective?

Duty to secure access to positive activities for young people (Section 6 Education and Inspections Act, 2006)

Duty to promote positive activities

Young people and their communities have prioritised things to do and places to go for young people

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?

Young people are able to enjoy taking part in activities which lead to learning outcomes and accreditation

Consultation

Young people are consulted through our annual user satisfaction survey.

Equality and Diversity

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

Address the needs of young people at risk of negative outcomes

Training & Development

The training programme for 2009/10 will include Internal Moderation for ASDAN short courses, Youth Achievement Award, BEL and Fell Walking

The delivery of learning outcomes is included in Foundation Course and Introduction to Youth Work Course

Resources used & Partnership involvement in delivery?

Training Budget for 2009/10 is £30K

Accrediting bodies include Duke of Edinburgh Award, UK Youth, ASDAN, Sports Leaders UK, AQA.

Partnership work with the voluntary sector increases the delivery of programmes of learning and accredited opportunities

Partnership work with schools offers young people opportunities for gaining learning outcomes and accreditation

Targeted work with Teenage Parents delivers learning outcomes and accreditation

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	Amanda Grove	
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 people's 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 hub level.	1/4/09	31/3/11	Area Leader	EYYES
	Ensure Healthy Promoting Youth Work Settings / hubs.	1/4/09	31/3/11	Area Leader	EYYES
	Impact assessment of work with young women monitored on a monthly basis	1/4/09	31/3/11	Area Leader	EYYES
	Ensure that plans at area and hub level incorporate equality, diversity and social inclusion.	1/4/09	31/3/11	Area Leader	EYYES
	Promote positive activities to all groups in the most appropriate format(s).	1/4/09	31/3/11	Area Leader	EYYES
Ref.	Key Performance Measures:	2009/10 Target	2010/11 Target		Reporting Division/Officer
	Establish SRE drop in facilities.	1	1	Area Leader	
	Deliver SRE awareness workshops per year.	12	12	Area Leader	
	Deliver substance misuse workshops per year.	4	4	Area Leader	
	Deliver personal safety workshops per year.	4	4	Area Leader	

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.

	Deliver healthy lifestyles workshops per year.	12	12	Area Leader	
	Anti-bullying policy established per unit.	3	3	Area Leader	
	Substance misuse policy established per unit.	3	3	Area Leader	
	To support and engage an integrated approach to early intervention and prevention.	10%	20%	Area Leader	
	To ensure the proportion of young women aged 13-19 accessing the youth service reflects the local population (young women aged 13-19 is 48% of the 13-19 total population).	40%	44%	Area Leader	
	To ensure that a proportion of ethnic young women aged 13-19 accessing the youth service (base line figure for Yemeni young women aged 13-19 is 6).	30%	40%	Area Leader	
	Organise or participate in events that are provided around black history month, international women's week, national youth week & anti bullying week.	3	4	Area Leader	
	All hubs to be audited annually against Me2 Standards.	100%	100%	Area Leader	
	To ensure that a proportion of young people from LAC aged 13-19 participate and engage in youth service provision.	10%	20%	Area Leader	

Why this objective?

Duty to secure access to positive activities for young people (Section 6 Education and Inspections Act, 2006)

Duty to address barriers faced by disadvantaged groups

Risks associated with this objective?

Finance, reduced budget will impact on service delivery; ensure that budget pressures do not have disproportionate effect on targeted groups

Human Resources, recruitment and retention of skilled staff is an ongoing issue; training and support for staff and volunteers will include equalities

Partnership, failure to work in partnership with other agencies; continued commitment to the development of partnership working to increase diversity of provision

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

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.

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*

DRAFT

**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	Amanda Grove	
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 people's 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	
Ref.	Key Performance Measures:	2009/10 Target	2010/11 Target		Reporting Division/Officer
	Targets schools with low participation in UKYP elections.	50%	100%	Area Leader	
	To ensure young people receive accreditation for their involvement in decision making.	50%	75%	Area Leader	
	To ensure young people receive learning outcomes for their involvement in decision making.	100%	100%	Area Leader	
	To maintain one are youth forum for young people to engage in decision making.	100%	100%	Area Leader	
	Area Youth Forum to meet a minimum of eight times a year.	100%	100%	Are Leader	
	All hubs/project (s) to have an active representative or interest group.	100%	100%	Area Leader	
	All representative or interest group to meet bi monthly.	100%	100%	Area Leader	
	To ensure area youth forum representatives support the Dudley Youth Council.	2	2	Area Leader	
	Numbers of young people participating in the annual sitting.	20	30	Area Leader	

**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.

	Numbers of young people participating in democracy week.	40	50	Area Leader	
	Young people involved in recruitment and selection panels from local areas.	2	4	Area Leader	
	Young people involved in Self Assessment visits.	2	4	Area Leader	
	Numbers of young people participating in the annual youth survey to enable a service that is responsive to young people's needs and interests.	150	200	Area Leader	

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*

Equality and Diversity

*Management information is regularly monitored to assess participation levels and impact / outcomes
Management information used to target work to ensure opportunities are developed in accordance with need
Ensure opportunities are accessible to young people*

Training & Development

Raise skill levels of key members of staff through specific training, and opportunities for work placements etc.

Resources used & Partnership involvement in delivery?

Area youth work budget £-----

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	Amanda Grove	
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
	Identify, monitor and review gaps in existing provision	1/4/09	31/3/11	Area Leader	EYYES
	To identify priorities on an area/locality basis for targeted provision annually.	1/4/09	31/3/11	Area Leader	EYYES
	Ensure that resources are deployed according to need and reviewed on an annual basis.	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	
	To ensure that all full and substantial part time practitioners are assessed at least once per year.	100%	100%	Area Leader	
	Each practitioner to be assessed at a team level bi-annually.	100%	100%	Area Leader	
	To increase the number of youth settings achieving the Me2 standards.	1	1	Area Leader	
	To ensure that all off site activities are risk assessed and approved by appropriately qualified staff.	100%	100%	Area Leader	
	To Reach 25% of the 13 – 19 population (1259).	25%	25%	Area Leader	

Council Plan Theme: Quality Service Matters ECM Outcome:				DPT Lead Officer	
Aim: To achieve a high performing youth service.					
	To ensure that all staff, inc, volunteers, are CRB and ISA cleared.	100%	100%	Area Leader	
	To ensure that 15% of 13-19's participate (attend at least 3 times) in positive activities (755).	15%	15%	Area Leader	
	To ensure that all partnership working has a Service Level Agreement in place.	100%	100%	Area Leader	
	To ensure that all provision is subject to an annual inventory and site check.	100%	100%	Area Leader	
	To ensure that 60% of young people participating receive a recorded learning outcome (453).	60%	60%	Area Leader	
	To ensure that 30% of young people participating receive an accreditation (227).	30%	30%	Area Leader	
	To ensure that the proportion of young women aged 13-19 participating within youth service reflects the local population (young women aged 13-19 is 48% of the 13-19 total population).	44%	46%	Area Leader	
	To ensure that the proportion of young women aged 13-19 gaining recorded outcomes reflects the local population (young women aged 13-19 is 48% of the 13-19 total population).	47%	48%	Area Leader	
	To ensure that the proportion of young women aged 13-19 gaining accredited outcomes reflects the local population (young women aged 13-19 is 48% of the 13-19 total population).	48%	48%	Area Leader	
	To ensure Youth Service venues are DDA compliant.	100%	100%	Area Leader	
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.					

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?

Youth Service Budget for 2009/10 is £3,226.845

Self assessment = 15 days

Area assessments = 35 days

Performance Management = 18 days

Risk assessments = 200 days.

DRAFT