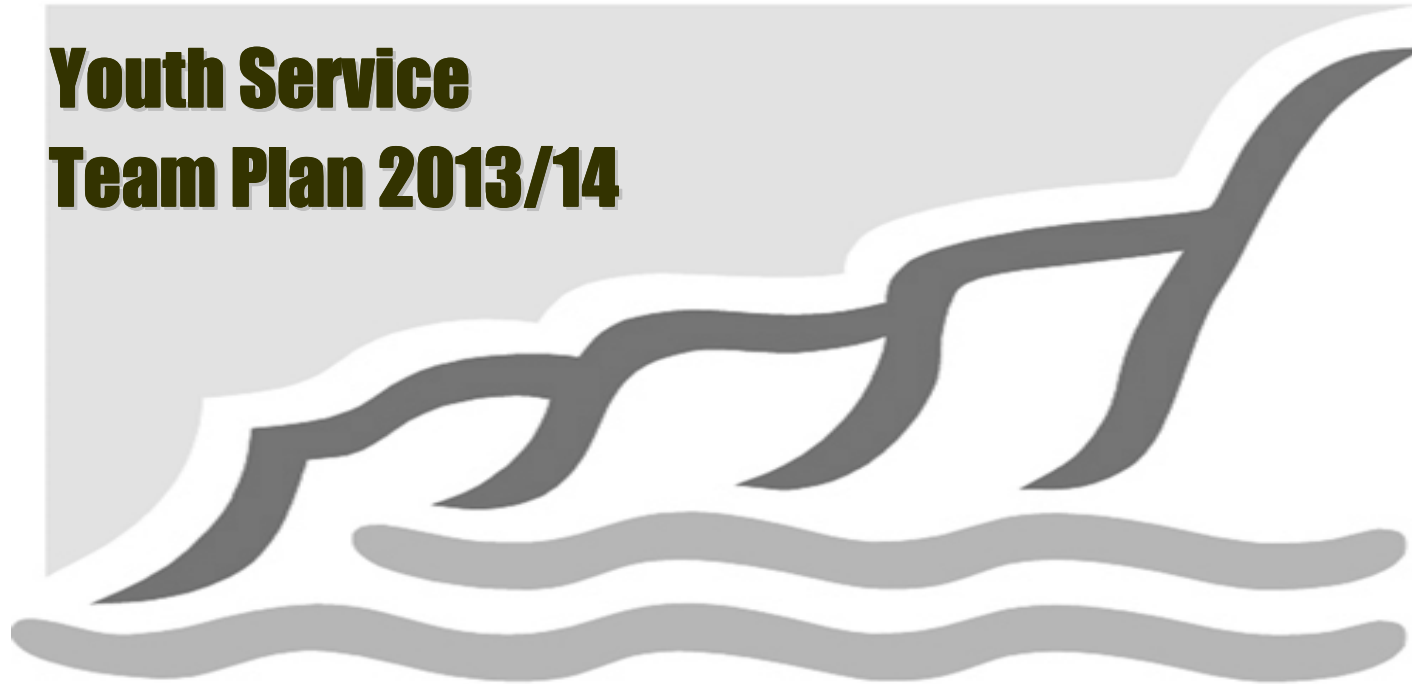


# VALE of GLAMORGAN

**Youth Service**

**Team Plan 2013/14**



# BRO MORGANNWG

Team Manager	Andy Borsden
Service Plan	Learning and Skills
Date signed off	
Signed off by	

<b>Outcome 1:</b>	All learners achieve their full learning potential in order to maximise their life opportunities
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<b>Objective 1:</b>	To ensure the views of learners inform the development of provision.
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<b>Context for this objective:</b>	<ul style="list-style-type: none"> <li>• It is a priority of the council to improve the way we develop our services by engaging views of learners and other key stakeholders in shaping how services develop.</li> <li>• The Youth Service subscribes to the UN Convention on the Rights of the Child, Articles 14 and 19 which specify that children and young people have the right to play an active and participatory role in the design of services that affect them.</li> <li>• The council has a duty under the Young People’s Measure, to include the views of young people in their decision making.</li> <li>• The council is committed to working within the principles of the National Participation Standards and currently 58% of schools in the Vale have signed up to them.</li> <li>• The council is committed to UNESCO Policy Guidelines on inclusion working towards building effective learning settings where the voice of the learner holds central position. In line with WG priorities, it aims to close the performance gap created by poverty by listening and addressing learner needs.</li> <li>• A number of services within the department undertake satisfaction surveys in order to engage with their customers. The results of these surveys act as good indicators for the quality of service provision.</li> </ul>
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<b>Ref.</b>	<b>During 2013-14 we plan to:</b>	<b>Outcomes we’ll achieve from this action are:</b>	<b>High , medium or low priority</b>	<b>Officer responsible for achieving this action</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>How will the work be resourced?:</b>	<b>Progress</b>
LS01/A0 01 CYP10	Establish an elected Youth Cabinet and Mayor to ensure that the voices of	A Youth Cabinet will be elected and meet on a regular basis.	H	Andy Borsden	1/4/13	31/3/14	From existing budgets supported by LA officers and Youth Service	

	young people are heard on all issues that relate to them.						staff.	
	Recruit a Youth Trainee.	Continuous development of the Youth Cabinet.	H	Tina Simmons	1/4/13	01/10/13	Existing budget	
	Seek Cabinet approval of constitution and Memorandum of Understanding.	Functioning Youth Cabinet.	H	Andy Borsden	1/4/13	31/12/13	Existing Budget	
	Recruit members to the Youth Cabinet from the Youth Forum.	Functioning youth cabinet, increase in Youth Forum membership.	H	Tina Simmons	1/4/13	31/3/14	Existing Budget	
LS01/A002	Improve methods for monitoring and evaluating learner satisfaction within the Youth Service.	The Youth Service utilises information collected from learners to improve services, ensuring that the views of learners are heard. Effective procedures for	H	Andy Borsden	1/4/13	31/3/14	From existing budgets. In partnership with BCBC and Vibe Experience, social media platforms and communication methods will be devised to evaluate young	

		collecting and evaluating satisfaction levels are in place					people's satisfaction with youth services. Also officers will be conducting face to face quality questionnaires to engage with young people to gauge opinions and views on youth services.	
	Increase opportunities for young people, families, community members and professionals to express satisfaction with service.		M	Tara Reddy	1/4/13	31/3/14	Existing budget	
	Complete an annual satisfaction survey.		H	Nadia Stanton	1/4/13	31/3/14	Existing Budget	
LS01/A003	Develop more innovative ways of gaining feedback from young people	Young people have the options to engage with the youth service	H	Andy Borsden	1/4/13	31/3/14	From existing budgets. In partnership with BCBC	

	by extending our use of social media platforms.	in a variety of ways which are relevant to them.					and Vibe Experience, social media platforms and communication methods will be devised to evaluate young people's satisfaction with youth services.	
	Maintain face book presence and begin Twitter page.	Increased opportunities for young people to access the service, Increase Facebook likes by 10%.	H	Tara Reddy	1/4/13	31/3/14	Existing Budgets	
	Provide staff training on safeguarding and use of social media platforms.	Improved awareness of opportunities to utilise social media within service.	M	Tara Reddy	1/4/13	31/3/14	Existing Budgets	
LS01/A0 04 CYP11	Raise awareness of the National Standards for	Young people know how their views will be	H	Andy Borsden	1/4/13	31/3/14	Using Youth Service staff and CYP11	

	Children and Young People and train teachers to deliver them.	used and what they can expect from engaging with services that will affect them.					grant support, teachers will be given the opportunity to engage in Youth Council and UNCRC Training.	
	Achieve the Participation Kite Mark for the Youth Service.	Indicator of quality service, example of good practice to others.	M	Tina Simmons/Tara Reddy	1/4/13	31/3/14	Existing budget	
	Train young people on Participation Standards.	Increased awareness amongst young people of standards.	H	Tina Simmons	1/4/13	31/3/14	CYPP Grant	
	Train staff (teachers and youth workers) on participation standards.	Increased numbers of teachers and youth workers aware of standards.	H	Tina Simmons	1/4/13	31/3/14	CYPP Grant	
LS01/A0 06 CYP11	Fully establish the use of the National Participation standards in all	National participation standards are embedded	H	Andy Borsden	1/4/13	31/3/14	Raise awareness of standards in schools	

	schools.	across schools and all learning settings					using existing participation methods, also grant support from CYPP.	
	Deliver refresher training to those not previous trained.	Increased numbers of teachers and youth workers aware of standards.	M	Tina Simmons			CYPP Grant	
	Maintain Young Inspectors project.	Increased number of school and organisations gaining the Participation Kite Mark.	H	Tina Simmons			CYPP Grant	

<b>Outcome 1:</b>	All learners achieve their full learning potential in order to maximise their life opportunities
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<b>Objective 3:</b>	To co-ordinate youth support services to meet young people's needs.
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<b>Context for this objective:</b>	<ul style="list-style-type: none"> <li>• The council has a statutory duty under the Learning and Skills Act 2000 to enable young people to access positive educational, training and leisure time activities to help improve their personal and social development.</li> <li>• The Community Strategy recognises that youth provision complements learning and development of formal education and that taking part in youth services could help discourage crime and anti-social behaviour.</li> <li>• Reliance on external funding to deliver some core services may impact negatively on the sustainability of current provision and future service development.</li> <li>• Co-ordination of data and duplication of contact with young people is a key priority area for the service and further work needs to be undertaken to improve joint working arrangements enabling reduction in such incidences occurring and ensuring better use of existing resources.</li> <li>• To protect the future of local services for young people, the service must continue to find ways to clearly evidence the positive long-term impact of targeted youth work undertaken, and explore new innovative models of service delivery.</li> <li>• A NEET strategy has been developed to outline our approach to reducing the number of young people in the Vale who are NEET. Data for 2011/12 shows that the percentage of young people becoming NEET in Year 11 and 12 was below the all-Wales mean, but the percentage of young people becoming NEET in Year 13 was higher than average.</li> </ul>
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<b>Ref.</b>	<b>During 2013-14 we plan to:</b>	<b>Outcomes we'll achieve from this action are:</b>	<b>High , medium or low</b>	<b>Officer responsible for</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>How will the work be resourced?:</b>	<b>Progress</b>
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			<b>priority</b>	<b>achieving this action</b>				
LS03/A0 28	Implement the Vale Youth Support Strategy	Young people in the Vale are adequately supported and are able to have a say about services which affect them.	H	Andy Borsden	1/4/13	31/3/15	Working with local youth providers to share pooled resources and through current budget.	
	Ensure youth providers can share resources and supportive training to maximise the use of the resource.	Audit of current resources, (establish what organisations are willing and able to share: including use of vehicles review MIDAS & costs) Training courses are advertised and marketed to include the training needs of Voluntary Sector	H	Andy Borsden	1/4/13	31/3/15		
	Collect and share data with across the network in a controlled and	Raised awareness amongst youth providers of Data	H	Andy Borsden	1/4/13	31/3/15		

	secure way	Protection and the Welsh accord for Sharing Personal Information. Collective agreement on information to be shared and a baseline on aggregate data for tracking purposes established.						
LS03/A0 29	Develop accountable performance measures for the Council to measure the performance and impact of Youth Support Services.	The impact of the service can be clearly measured in order to ensure our objectives are being achieved.	H	Andy Borsden	1/4/13	31/3/14	Linking feedback from MIS National Audit system. Existing budget.	
	Produce Results Based Accountability Framework for Youth Service.	Clear format in which to measure outcomes and progress.	H	Andy Borsden	1/4/13	31/4/13		
LS03/A0	Analyse performance	The long term impact of some	H	Andy Borsden	1/4/13	31/3/14	Regular reports and	

30	information to evidence the long-term impact of targeted youth work undertaken and explore new innovative models of service delivery.	elements of youth work is effectively evidenced and monitored and used to inform future decisions about services.					monitoring of school projects, club activity and commissioned mobile services within existing resources.	
	Develop and implement method of measuring targeted distance travelled within targeted provisions (Pulse 1-1, G2E, Transitions).	Impact of targeted provision effectively monitored.	H		1/4/13	31/3/14		
	Proactively utilise external sources of data such as Police Anti Social behaviour data to inform youth work.	Increased awareness of wider impact of youth work within communities.	H	Tara Reddy	1/4/13	31/3/14		
	Develop a process of contacting learners following their time with the service.	Evidence of long term impact of youth work available.	M	Tara Reddy	1/4/13	31/3/14		

LS03/A0 31	Ensure the Council has a strategic overview of the outcomes and impact of all Youth Support Services in the Vale of Glamorgan.	The impact of Youth Support Services across the Council can be more easily assessed	M	Andy Borsden	1/4/13	31/3/14	Regular reports to DMT, Scrutiny and CYPP within current resources.	
	Complete annual audit	Clear and up to date data reported	M	Andy Borsden	1/4/13	31/3/14		
LS03/A0 32 LS16 (CSCYP /A5.1)	Work with partners to develop appropriate strategies for engaging with young people.	Developing projects with CF, FF, CW, YOS and schools.	H	Andy Borsden	1/4/13	31/3/14	WG Revenue grant funding.	
	Agree SLA with URDD to develop opportunities for young people to engage in Welsh language youth services.	3 levels of engagement achieved. Services provided to a minimum of 5% youth service reach.	H	Tina Simmons	1/4/13	31/3/14	<i>WG Revenue grant funding</i>	
	Develop street based youth provision with Vibe	Young people have access to street based	H	Tara Reddy	1/4/13	31/3/14	WG Revenue grant funding and Safer	

	Experience.	youth services in areas of little or no youth provision: 2000 number of young people directly involved in street based activity.					Communities funding	
LS03/A033 LS16 (CSCYP/A2.8) (CSLS/A4)	Lead in the Strategic NEET group and deliver the actions detailed within the NEET strategy 2013-15 in order to reduce NEETs pre and post 18.	Joint development of provision to reduce NEETs and linking strategy to WG Engagement and Progression implementation plan.	H	Andy Borsden	1/4/13	31/3/15	14-19 funding and existing budgets.	
	Undertake a provision mapping exercise	Understanding of current provision	H	Andy Borsden	1/4/13	31/3/15		
	Complete consultation with NEET young people	Needs of NEET young people established	H	Andy Borsden	1/4/13	31/3/15		
LS03/A034 LS16	Develop provision aimed at the prevention of NEETS, including	Develop G2E schools support project and NEET	H	Andy Borsden	1/4/13	31/3/14	WG Revenue funding.	

(CSCYP /A2.8) (CSLS/A 4)	the use of mobile provision to engage with young people aged 18-25.	provision in partnership with CW and VPOD mobile service.						
	16 – 18 Learning Coach to continue to support hard to reach NEET young people.	Increased numbers of young people engaged in education or training:	H	Tina Simmons	1/4/13	31/3/14	WG Revenue funding.	
	Develop V-POD Mobile provision to engage with NEET young people or those at risk of becoming NEET.	Increased opportunities for young people to access support in their community: 100 young people	H	Tara Reddy	1/4/13	31/3/14	WG Revenue funding.	
	Develop G2E schools programme working with young people Key Stage 3 and 4 in schools across the Vale.	Young people have access to support and provision in the prevention of NEET:100 young people directly involved in project	H	Tina Simmons	1/4/13	31/3/14	WG Revenue grant funding	
	Develop Transitions project for early	Decreased numbers of	H	Tara Reddy	1/4/13	31/3/14	Families First Funding	

	intervention for potentially NEET young people.	young people disengaged with schools						
LS03/A0 35 LS16 (CSCYP /A2.8) (CSLS/A 4)	Continue to implement strategies to further reduce the number of NEET individuals within the Authority, particularly at Year 12.	Work with CAVC, employers and training provider to create training and employment opportunities.	H	Andy Borsden	1/4/13	31/3/15	14-19 funding.	
	Develop work placements with ERASMUS funding	Improved opportunities for young people at year 12	H	Andy Borsden	1/4/13	31/3/15		
LS03/A0 36 (CS/CY P/A2.14) (CSCYP /A5.2)	Support a range of events and initiatives to celebrate young people's achievements.	Develop youth presentation ceremonies to promote services and increase engagement.	H	Andy Borsden	1/4/13	31/3/14	Core budget and CYPP support.	
	Develop and deliver Youth Award ceremonies.	Increased opportunities to celebrate young people's achievements.	H	Nadia Stanton	1/4/13	31/3/14	Core budget/CYPP	
	Offer accreditation	Progress made	H	Nadia	1/4/13	31/3/14	Core Budget	

	and achievement opportunities as part of youth provision.	toward target of: 20% of young people worked with achieve an accredited outcome 60% of young people worked with have a recorded outcome.		Stanton				
	Launch new accreditation and achievement processes (Youth Inspire Award and Mayors Award).	Increased opportunities for young people to gain achievements.	H	Nadia Stanton	1/4/13	1/10/13	Core Budget	
	Run open expeditions for DofE.	Increase numbers of young people enrolling in the Award'.	M	Nadia Stanton	1/4/13	1/10/13	Core Budget	



<b>Outcome 3:</b>	Learning environments are stimulating, safe, healthy, secure and efficient.
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<b>Objective 9:</b>	Learners have access to an appropriate range of high quality provision.
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<b>Context for this objective:</b>	<ul style="list-style-type: none"> <li>• The council has set out a new £74.73 million School Investment Programme (SIP) for the period 2012/13 to 2019/20 comprising a number of ambitious large-scale capital projects creating state of the art and safe learning settings.</li> <li>• There is a need to maximise existing collaborative arrangements and develop new ones in order to increase learning opportunities available.</li> </ul>
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LS09/A0 84 CYP11 (CSCYP /A2.16)	Raise awareness amongst young people of the opportunities available to them to undertake volunteer work through the youth service and the potential benefits of volunteering.	Develop Volunteer Co-ordinator role and Vale Volunteer mentor programme. Promote through VVB and schools and community centres.	H	Andy Borsden	1/4/13	31/3/14	Families First support and using existing structure and training models.	
	Employ Volunteer		H	Andy	1/4/13	30/6/13	FF	

	co-ordinator.			Borsden				
	Employ Peer Support Mentor.		H	Andy Borsden	1/4/13	30/6/13	FF	
	Introduce standardised procedures for volunteers through service induction/ monitoring.	Improved opportunities for volunteers.	H	Nadia Stanton	1/4/13	31/3/14	FF	
	Increase opportunities for Volunteering in community.	More support available for families and young people within their communities.	H	Nadia Stanton	1/4/13	31/3/14	FF	
	Ensure that youth service staff are appropriately qualified and skilled.	90% of FT and PT staff are appropriately qualified or working toward qualification.	H	Andy Borsden	1/4/13	31/3/14	WG Training Grant	
	Ensure that buildings and sites are suitable to undertake youth work activity.	Evidence required of: assessing risk, PAT testing, asbestos management, Fire drills, food	H	Nadia Stanton	1/4/13	31/3/14	Core Budget	

		hygiene, accident procedure.						
	Reach: work towards engaging the minimum number of the Vale youth population between 11-19 years.	Quantitative evidence provided of the impact the service has on 25% of the total youth population	H	Tara Reddy	1/4/13	31/3/14	Core Budget	

<b>Outcome 3:</b>	Learning environments are stimulating, safe, healthy, secure and efficient.
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<b>Objective 11:</b>	All learning settings promote the health and wellbeing of learners.
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<b>Context for this objective:</b>	<ul style="list-style-type: none"> <li>• The council has a duty via the Healthy eating (Wales) Measure 2009 to promote healthy eating in all its education settings.</li> <li>• All secondary schools in the Vale must achieve compliance in line with legislative requirements.</li> <li>• 100% of schools and Pupil Referral Units have achieved an accredited Healthy Schools Scheme award and 4 schools in the Vale have achieved the National Quality Award (the highest level of Healthy Schools award).</li> <li>• A key challenge for the service is in ensuring quality and value for money catering provision which is valued by schools, pupils and parents alike.</li> <li>• Meal uptake needs to be increased to administer a viable service.</li> <li>• The School Organisation and Buildings team is responsible for identifying essential health and safety asset renewal requirements in school buildings.</li> <li>• Ensuring that schools are safe and without risks to health is a particular challenge given the age and condition of many of our school buildings and the limited availability of capital funding.</li> <li>• All primary schools in the Vale are compliant to Appetite for Life Nutritional Legislation and all comprehensive schools are currently working towards being compliant by September 2013.</li> <li>• There are 35 (80%) free breakfast clubs and 5 (11%) private breakfast clubs in Vale primary schools. 62% of secondary schools offer food at breakfast.</li> <li>• 32 primary schools and 3 Special schools in the Vale participate in the Designed to Smile scheme, aiming to improve the health of children's teeth.</li> <li>• School-based counselling is delivered by Barnardos in all secondary schools on a weekly basis, with out of school provision for primary schools, pupil referral units (PRUs) and other required client groups.</li> <li>• 100% of secondary schools are fully engaged with the 5x60 sport programme as part of the Active Young People scheme and 53% of young people between the ages of 12– 16 enjoyed active participation in the 5x60 scheme. Participation rates increased by 18% during the academic year 2011-12. Pupils at 45 Primary</li> </ul>
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schools enjoy active engagement in Dragon Sports.

- 898 primary school children accessed school swimming during the 2011-12 programme and 88% of these children were able to swim at year 6.
- One school is participating in the Sexpressions project; a voluntary group of Cardiff University students who teach lessons about sexual health and relationships aimed at 11-18 year olds.
- The Vale works in partnership with Show Racism the Red Card (SRtRC) to ensure pupils feel free from physical, mental and verbal abuse in schools.
- The Social and Emotional Aspects of Learning Programme (SEAL) forms the basis of relationships education in 40 of 44 primary schools.

<b>Ref.</b>	<b>During 2013-14 we plan to:</b>	<b>Outcomes we'll achieve from this action are:</b>	<b>High , medium or low priority</b>	<b>Officer responsible for achieving this action</b>	<b>Start Date</b>	<b>Finish Date</b>	<b>How will the work be resourced?:</b>	<b>Progress</b>
LS11/A104	Support schools with SRE with the roll out of the SRE toolkit in conjunction with the Healthy Schools team.	The Youth Service will support Healthy Schools team, C-Card services and its training from Sexual Health Officer	H	Andy Borsden	1/4/13	31/3/14	Families First funded project via Youth Service management structures	
	Deliver C-Card Services across the Vale.	15 C-Card outlets available.	H	Nadia Stanton	1/4/13	31/3/14	FF	
	Provide SRE in	Improved sexual	H	Nadia	1/4/13	31/3/14	FF	

	schools and youth provisions.	health awareness amongst young people.		Stanton				
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## Learning and Skills Workforce Plan

Actions	Outcomes	Milestones	By When	Lead	Resources	Progress
Identify a range of service integration options for collaboration with Bridgend on Youth Services.	An integration model is approved and implemented.	Project feasibility conducted and work to begin on combining Services. Assemble Steering group to define individual work stream project plans and undertake actions. Feasibility study of options completed. Consultation, feedback and involvement with staff and TU	Apr 2012 – Apr 2014  Dec 2012 – Aug 2014  Dec 2012 – Apr 2014	Andy Borsden	Project Management Costs	