

**AGENDA MANAGEMENT SHEET**

**Name of Committee**                      **Warwick Area Committee**

**Date of Committee**                      **22<sup>nd</sup> November 2005**

**Report Title**                                **Warwick Area Community Education  
Annual Report – October 2005**

**Summary**                                      The report is a progress report upon the work of the Warwick Community Education services that include the Area Community Education Council (ACEC), the Adult Service and work of the Youth Service.

**For further information please contact:**                      Peter Hatcher  
Principal Youth and Community Service Officer  
Tel: 01926 738570  
peterhatcher@warwickshire.gov.uk

**Would the recommended decision be contrary to the Budget and Policy Framework? [please identify relevant plan/budget provision]**                      No

**Background papers**                                      None

**CONSULTATION ALREADY UNDERTAKEN:-**                      Details to be specified

- Other Committees                       .....
- Local Member(s)                       .....
- Other Elected Members                       .....
- Cabinet Member                       Cllr John Burton  
Cllr Peter Fowler  
Cllr Colin Hayfield  
Cllr Izzi Seccombe – *“will be interested to receive the views of the Area Committee”*
- Chief Executive                       .....

- Legal  Jane Pollard / Richard Freeth – “fine”
- Finance  .....
- Other Chief Officers  .....
- District Councils  .....
- Health Authority  .....
- Police  .....
- Other Bodies/Individuals  .....

**FINAL DECISION** **YES**

**SUGGESTED NEXT STEPS:**

Details to be specified

- Further consideration by this Committee  .....
- To Council  .....
- To Cabinet  .....
- To an O & S Committee  .....
- To an Area Committee  .....
- Further Consultation  .....

**Warwick Area Committee – 22<sup>nd</sup> November 2005**

**Warwick Area Community Education  
Annual Report – October 2005**

**Report of the County Education Officer**

**Recommendation:**

That the Warwick Area Committee endorse the progress report of Youth & Community and Adult Community Learning Services in the Warwick District.

**1. Introduction**

- 1.1 The Community Education Service in Warwick has had three broad service themes, namely
- (a) Area Community Education Council (ACEC)
  - (b) Adult Service
  - (c) Youth Service.
- 1.2 In February 2005 the Adult Service became a separate Adult and Community Learning Service, with the ACEC and Youth Service remaining as one service under the umbrella of the Youth and Community Service Officer.

**2. Policies and plans**

- 2.1 All of the above service provision is underpinned by the following policies and plans:
- County Strategic Plan
  - County Single Education Plan (2004/05 – 2009/10)
  - Warwick Area Business Plan (2005/06)
  - Local Strategic Plan
  - Warwick Area Community Learning Plan (2005/06)
  - Education Department Forum Plan (2005)
  - Community Education Service Plan (through to 2005).

- 2.2 In addition the Area Community Education Council is supported by:  
ACEC Guidelines and Handbook April 1998 Edition.
- 2.3 The Adult and Community Learning Service is supported by:  
Adult and Community Learning Plan (2003/06)  
Warwick Area Adult and Community Learning Plan (2005/06).
- 2.4 The Youth Service is supported by:  
National Connexions Agenda  
National Transforming Youth Work Agenda  
National Resourcing Excellent Youth Service Policy  
WCC Youth Service Plan (2003/06)  
Warwick Area Youth Service Action Plan (2005/06).
- 2.5 Each of the three service areas is inspected by different regulatory regimes namely:
- (a) Area Community Education Council is monitored by and reports to the Warwick Area Committee
  - (b) Adult and Community Learning Service is inspected by the Adult Learning Inspectorate (ALI)
  - (c) Youth Service is inspected by Office for Standards in Education (Ofsted).

### 3. Timeframes

Whilst the financial year of all three services' themes run from April to March, the time periods for the targets and objectives of each service do not:

- (a) ACEC operational year for targets is April to March each year
- (b) Adult and Community Learning Service operational year for targets is September to August each year
- (c) Youth Service operational year for targets is April to March each year

### 4. Service updates

- 4.1 The Warwick area Adult and Community Learning Service has now successfully agreed two years of numerical student targets as identified within the agreement with the Learning and Skills Council (LSC). An update on achievements is attached as **Appendix A**.
- 4.2 The ACECs are currently under review and accordingly the identified exercise in last year's report of upgrading the ACECs' handbooks and administration was suspended until the future of the ACECs has been clarified. It is hoped that the expertise, knowledge and good practice that has been developed within the ACEC can be utilised in any future arrangements agreed within the Strategic Review of Services for Young People currently underway within the County Council. Attached at **Appendix B** is a summary of grants approved by the ACEC in 2004/05.

- 4.3 Given in **Appendix C** is an evaluation of the progress in the Service Action Plan for 2004/05 which sets out the activity and linked targets with the achievement of those targets in the progress column. In general progress has been good in most aspects.
- 4.4 The Youth Service in the Warwick area has now met young person contact targets for the first year as identified by government policy and is commencing the increased targets of the second year. The Service has experienced some difficulty in meeting some targets due to significant staff shortages over much of the past 18 months. However the youth work team will be at full strength in the new year with two recent appointments of staff to Kenilworth and Warwick Youth Centres and a further appointment to a permanent post of Participation worker.
- 4.5 Perhaps the most pleasing aspect of the past year was the Warwickshire Youth Service successfully passing the recent Ofsted inspection. The Warwick area contributed two examples of best practice to the inspection and had a further two pieces of work inspected. Many Warwick area based staff were interviewed in the inspection process and reported this as a positive experience.
- 4.6 **Appendix D** lists the Warwick Youth and Community targets for 2005/06.

## 5. Conclusion

2004/05 was an unusual year for the Community Education Service with temporary arrangements for the management of the service being implemented in preparation for the outcomes of the Children Act and the then anticipated Green Paper: Youth Matters. However this did enable a clear focus on the Youth Service and led to a successful Ofsted inspection and led the way to the current separately managed services for 2005/06. This is likely to be the final report from the Community Education Service.

ERIC WOOD  
County Education Officer

22 Northgate Street  
Warwick

10<sup>th</sup> November 2005

### Adult and Community Learning Service

The table below shows the target learner numbers for the service during the academic year which finished at the end of July 2005, the actual achievement against those targets and the targets for the current academic year, 2005/06, which began on 1<sup>st</sup> August 2005.

Targets are agreed annually with the Coventry and Warwickshire Learning and Skills Council (LSC) who provide almost all of the funding for the service.

	Overall target number of enrolments, all subjects	Family Learning, Literacy and Numeracy enrolments	Wider Family Learning enrolments	Essential Skills enrolments	Essential Skills national qualifications	No. of employers	No. of employees
<b>2004/05 Targets</b>	920	123	200 adults 100 children	116	35		
<b>2004/05 Actuals</b>	958	161	246 adults 228 children	196	35		
<b>2005/06 Targets</b>	978	130	212 adults 106 children	128	39	2	5

The bulk of learning delivery outside the Family Learning and Essential Skills curriculum areas is in ICT (Information and Communication Technology), and in Capacity Building programmes.

The 2004/05 academic year was a very successful one in so far as the area exceeded its target of enrolments and of qualifications achievement in all respects. The team work effectively in a wide range of community venues and have been consistently successful in widening participation and engaging non-traditional learners.

The targets for the current year, 2005/06, have been expanded at the behest of the local LSC to include work with a number of employers and employees and their expectation is that most of this work will be in the delivery of Essential Skills (literacy, numeracy and English for speakers of other languages). Whilst these numbers are initially small, in future years we anticipate that this will be an area of significant growth for the service. With a full staffing complement we are confident that we will be able to achieve the targets set for 2005/06.

The method by which the service is funded will change away from the current block grant to a formula-based mechanism in August 2006 and this may have a major impact on the type and volume of the work that the service delivers.

## Warwick District Area Community Education Council

Approved funding 01.04.2004 to 31.03.2005

No	Applicant	Purpose of funding	2004/05 funding
1	1 <sup>st</sup> Lillington Scout Group	Annual ground rent.	250
2	African Caribbean Project	Youth work with black, mixed race & white young people. Programme costs for community activities.	3,670 500
3	Aylesford School	User groups rent subsidy.	1,431
4	Bath Place Community Venture	Support for Special Educational Needs Co-Ordinator.	1,030
5	Bishops Tachbrook School	User groups rent subsidy.	1,240
6	British Asian Business & Professionals Association: B.A.B.P.A.	Arts summer school.	600
7	Brunswick Resource & Activity Group (B.R.A.G.)	Weekly term-time learning opportunities for adults.	1,500
8	Campion Youth & Community Centre	Young men's educational programme. Sports development project. User groups rent subsidy.	1,500 500 979.50
9	Clapham Terrace Community Primary School	User groups rent subsidy.	840
10	Clinton Primary School	User groups rent subsidy.	1,711
11	Community Education Service	Black youth project.	1,080
12	Community Education Service	Summer accredited projects for young people aged 13+.	2,571
13	Community Education Service	Reachout – detached youth work for gay & lesbian young people.	1,700
14	Community Education Service	Saturday club youth work for young people with learning difficulties aged 13 – 16 years.	4,946
15	Community Education Service	Uptown rock youth work for young people with learning difficulties aged 16+.	4,600
16	Community Education Service	Young women's network – district wide youth work.	2,000
17	Community Education Service	Youth Forum – continued development of district youth forum.	3,000
18	Cubbington Youth Club	Youth club programme.	700
19	Double 'R' Playscheme	Playscheme for disabled children.	2,000
20	Ferncumbe Youth Club	Annual ground rent.	100
21	Ferncumbe C of E Primary School	User groups rent subsidy.	175
22	Hill Close Gardens	Children's & families' holiday activities.	400
23	Kenilworth Helping Hands Club	Adult learning & social opportunities for people with physical disabilities & learning difficulties.	640
24	Kenilworth School & Sports College	User groups rent subsidy.	3,502
25	Kenilworth Youth & Community Centre	User groups rent subsidy.	599
26	Lapworth Pre-School	Rent subsidy.	500

No	Applicant	Purpose Of Funding	2004/05 funding
27	Leamington Elders Action Project (L.E.A.P.)	Rent subsidy.	250
28	Leamington & District Gateway	Educational/recreational programme for people with learning difficulties.	2,216
29	Leamington P.H.A.B.	Educational/recreational programme integrating disabled & able-bodied people.	1,996
30	Lillington Network Parents Group (L.I.N.K.).	Weekly term-time learning opportunities for adults.	1,396
31	Lillington Primary School	User group rent subsidy.	488
32	Lillington Rangers F.C.	Running costs re: training sessions & matches.	250
33	Milan – Multicultural Group, Leamington Spa	Arts & crafts programme for elderly Asian women.	250
34	Ocean Drop-In Centre	Community support group for the most vulnerable members of society inc rent subsidy.	6,692
35	Playdays Pre-School, Lillington	Rent costs subsidy.	600
36	Regenesis	Youth work & holiday provision.	8,000
37	Round Oak School & Support Service	User group rent subsidy.	885.50
38	Shrubland Street Community Primary School	User groups rent subsidy.	2,081
39	Sikh Community Centre	Weekly traditional music, dancing & language classes. Rent costs.	247 1,000
40	Spinneyside Community & Training Centre	The Gap – junior youth work.	2,792
41	Spinneyside Community & Training Centre	The Gap – senior youth work.	2,756
42	St Joseph's Catholic Primary School	User groups rent subsidy.	479
43	St Nicholas C of E Community Primary School, Kenilworth	User groups rent subsidy.	1,000
44	St Paul's Church Youth Club, Leamington Spa	Funds for equipment & subsidy of youth work programme.	273
45	Sydenham Neighbourhood Initiatives	Support for weekly parent & toddler group.	300
46	Take-A-Break	Learning opportunities for disabled young people.	500
47	The Stagecraft Youth Group, Radford Semele	Weekly drama & music group.	400
48	Warwick Daytime W.I.	Subsidy for members to attend Denham College.	200
49	Warwick Girls Band	Funding for 25 <sup>th</sup> anniversary celebrations & presentations.	300
50	Warwick Youth & Community Centre	Junior youth work club. User group rent subsidy.	1,500 598
51	Warwickshire Association Of Youth Clubs: W.A.Y.C.	Summer activity scheme.	500
52	Westgate Primary School	User groups rent subsidy.	761

**TOTAL**

**£82,975**



### Analysis/Appraisal of the Warwick District Youth Work Plan 2004/05

**Strategic Objective 1: Promote a culture of collaborative and partnership working with Connexions, the voluntary sector and partner agencies to continually assess and respond to the needs of young people thus ensuring equality of opportunity, inclusion and social cohesion.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
1.1	Assist in an audit of Youth Work provision available within the Statutory Service, the Voluntary Sector, the Connexions Service and other partner agencies to ensure an efficient and effective service for Young People.	a. To collate information to be incorporated within a directory established to ease identification of appropriate provision and to avoid the likelihood of duplication.	Area Youth Work Coordinator	06/2004	Achieved	Leaflet produced
1.2	Work as a co-equal partner in the Connexions Partnership and appropriate committees to bring about synergy and coherence for all 13-19 Youth Work to include cross-reference and sharing of needs analysis, audit of provision and agreement on key targets and priorities.	<p>a. Youth Workers to take part in at least one Countywide meeting with PA's</p> <p>b. Youth Workers to take part in at least one area meeting with PA's. Set up one per term, including Voluntary Sector. Will mirror CAF lunch (Youth CAF).</p>	<p>Area Community Education Officer + R Townsend</p> <p>Area Youth Work Co-Coordinator + T Healy &amp; P Hunter</p>	<p>08/2004</p> <p>03/2005</p>	<p>Not achieved</p> <p>Achieved</p>	<p>Due to Connexions staff shortage, no meeting has been planned yet.</p> <p>Meeting in September 2004. Minutes, Agenda and action points + DJ attends Monday meetings with Connexions.</p>

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
1.5	Joint bids to be considered as appropriate with the Connexions Service, Voluntary and Community Sector and other partner agencies to fund projects to respond to the needs of Young People thus ensuring equality of opportunity, inclusion and social cohesion.	a. Youth Workers will liaise with all appropriate agencies and Young People to explore potential joint areas of work. Bids forwarded by Campion, Lillington, U-project and District Summer Activities.	Area Youth Work Co-ordinator	Dates to follow	Achieved	TWYDIF. Projects successfully undertaken at Lillington, Warwick, Campion, The Gap & The U Project. Application forms and report forms sent to RT & NF.

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
1.6	<p>Ensure provision, including Detached and Outreach programme, is in place to meet the following proportions of Young People.</p> <p>Including ACEC Funded organisations, YouthBank and other partners.</p>	<p><b>a.</b> Number of contacts 13-19 population 20% of total youth population = 2022 (Member of a youth club/service user).</p> <p><b>b.</b> Number of individuals involved at least four times per month 10% of those worked with = 202. (Regular members of a youth club/service user)</p> <p><b>c.</b> Number of individuals worked with intensively 4% of those worked with = 80. (At least 30 hours contact time, including residential and training).</p>	Area Youth Co-ordinator and All Youth Work staff	<p>03/2005</p> <p>03/2005</p> <p>03/2005</p>	<p>Achieved 2,268 contacts</p> <p>112 + others not on YSIS</p> <p>Achieved 136 A mixture of resys &amp; accredited learning programmes. Sailing, outdoor education, participation resy work, Youth Bank work, Kayaking &amp; Driving, etc. See 4.1.</p>	<p>YSIS, Grant Report Forms, ACEC Application Forms &amp; data produced for OFSTED.</p> <p>YSIS inc report from Graham + above info.</p> <p>YSIS data, EVC's, Evaluation forms, Registers, Funding Application forms, Certificates.</p>



**Strategic Objective 2: Encourage young people to lead healthy lifestyles, particularly in relation to drug prevention, smoking cessation, alcohol abuse and reducing under 18 years conception levels.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
2.2	Work in partnership with other agencies to provide health education programmes that enable Young People to make informed choices and decision about life styles, in particular with regard to Drugs, Smoking and Alcohol Abuse.	<p><b>a.</b> Every Maintained Youth Centre within the District to deliver annually programmes for a minimum of 20 Young People to promote Drug prevention. 25 from 04/2005 30 from 04/2006</p> <p><b>b.</b> Every Maintained Youth Centre within the District to deliver annually programmes for a minimum of 20 Young People to promote smoking cessation. 25 from 04/2005 30 from 04/2006</p> <p><b>c.</b> Every Maintained Youth Centre within the District to deliver annually programmes for a minimum of 20 Young People to promote Alcohol Abuse cessation. 25 from 04/2005 30 from 04/2006</p>	Area Youth Co-ordinator and All Youth Work staff	03/2005	<p>Achieved at all Maintained Centres plus The Gap.</p> <p>Achieved at all Maintained Centres plus The Gap.</p> <p>Achieved at all Maintained Centres plus The Gap.</p>	<p>Yellow and green forms, programme materials and AGM's.</p> <p>Yellow and green forms, programme materials and AGM's.</p> <p>Yellow and green forms, programme materials and AGMs.</p>

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
2.2 cont		<p><b>d.</b> Detached Youth Work teams to deliver support information and advice through planned sessions to 20 Young People. To promote Drug prevention/Smoking cessation &amp; Alcohol Abuse cessation.</p> <p><b>e.</b> Staff to receive core training to support the introduction of the above programmes.</p>	<p>Detached Youth Workers</p> <p>S Bhangal</p>	<p>03/ 2004</p>	<p>Achieved via street work.</p> <p>Some training undertaken, others cancelled.</p>	<p>Resources, yellow and green forms.</p> <p>Training programme.</p>

**Strategic Objective 3: Provide programmes that address issues of crime and anti-social behaviour.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
3.1	<p>Work with partner agencies to reduce crime amongst Young People and the fear of crime in communities by;</p> <ul style="list-style-type: none"> <li>➤ Provide learning opportunities for Young People to be aware of community safety issues</li> <li>➤ Support the County's Anti-Bullying Group to help Young People tackle Bullying issues.</li> </ul>	<p><b>a.</b> Produce an Anti-bullying policy and implement throughout the service. (Link to 5.7 &amp; 1.2).</p> <p><b>b.</b> Design and deliver active opportunities with partner agencies for Young People to be involved in community safety initiatives e.g. through Crime beat, CHARM etc. (Link to 5.7 &amp; 1.2).</p> <p><b>c.</b> Investigate establishing links with schools councils.</p>	<p>N Francois and Area Youth Work Co-ordinator</p> <p><i>N Francois &amp; Area Youth Work Co-ordinator</i></p> <p>Youth Participation Worker</p>	<p>03/2005</p> <p>03/2005</p> <p>From 04/2005</p>	<p>Achieved</p> <p>Achieved</p> <p>Partially completed by Participation Worker.</p>	<p>Policy circulated.</p> <p>Funding Applications by Lillington, Campion &amp; Kenilworth, plus Evaluation Sheets.</p> <p>Evaluation Sheets, pre-school assemblies plus Democracy Week and MYP Elections.</p>
3.2	<p>Build positive relationships between Young People, the Police and local communities.</p>	<p><b>a.</b> Run workshops for Young People within all of our Maintained Centres.</p>	<p>Area Youth Work Co-ordinator/ all youth work staff</p>	<p>03/2005</p>	<p>Achieved in various styles at Campion, Lillington &amp; Kenilworth.</p>	<p>Evaluation Sheets demonstrate that Police visit the clubs, work with young people and Youth Workers, inc beat bobbies &amp; CSO's.</p>

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
3.3	Areas promote Crime Beat and other initiatives aimed at reducing crime and the fear of crime.	<p><b>a.</b> 20 Crime beat programmes to target communities' support for Youth Groups applying for Crime Beat funds. This will represent an average of 4 groups per Area.</p> <p><b>b.</b> Further target of 20.</p>	Area Youth Work Co-ordinator	<p>03/2005 (running total = 17 achieved)</p> <p>03/2005</p>	Achieved Programmes at Lillington, Kenilworth & Campion.	Funding Applications and Evaluation Sheets.





Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
4.1 cont		<p><b>d.</b> All attendees at County and Area Youth Conferences to be given certificates.</p> <p><b>e.</b> To involve staff informing a development group to ensure compliance with new REYS targets.</p>	<p>N Francois &amp; Area Youth Work Co-ordinator</p> <p>N Francois</p>	<p>04/2005</p> <p>12/2004</p>	<p>Achieved. Area Youth Conference.</p> <p>Achieved – working group established.</p>	<p>All Young People received certificates.</p> <p>Working Group minutes.</p>
4.2	Raise aspirations amongst Young People through appropriate referrals to the Connexions Service.	<b>a.</b> Provide training for all face-to-face Youth Work staff on Connexions service referral procedures (Link to 1.2 e).	S Bhangal	12/2004	Achieved December 2004. 15 staff attended.	Certificates.
4.3	Promote activities for Young People to targeted groups (Summer Activity Programmes).	<p><b>a.</b> Ensure AYP targets are met. 100% attendance at preparatory session 70% completion of programme.</p> <p>100% linked to connexions service PAs.</p> <p>35 Young People involved.</p>	Area Youth Work Co-ordinator	10/2004	<p>100% achieved.</p> <p>73% average achieved for sailing &amp; M Hall.</p> <p>100% achieved.</p> <p>26 Young People attended.</p>	U Project report for 2004.

**Strategic Objective 5: Engaging young people in local decision-making, democratic and participatory activities, service design and delivery and through programmes encouraging active citizenship.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
5.1	Encouraging the involvement of Young People in the running of Maintained Youth Clubs and Centres.	a. 2 Young People attend 80% of Management Committee Meetings. Link to 3.2 and 4.1.	Workers in Charge  F/T Support Youth Worker	04/2005	Mixed results – partial success, inconsistent attendance by Young People.	Minutes of meetings.
5.2	Area Youth Forums/Councils.	<p>a. A Youth Forum established which. Supports the engagement of Young People at local District structure and reflects the diversity of Young People within that area.</p> <p>b. Plan and deliver a day event on issues that Young People wish to address involving a minimum of 40 Young People.</p> <p>c. Restuffed or the equivalent to be discussed as an agenda item at the above event.</p>	<p>Youth Participation Worker and Area Youth Co-ordinator</p> <p>All Youth Work Staff</p> <p>All Youth Work Staff</p>	<p>03/2004</p> <p>10/2004</p> <p>10/2004</p>	<p>Achieved plus responding to local issues affecting Young People.</p> <p>Achieved including Disability, YouthBank, Councillors question time, ASBO's &amp; transport.</p> <p>Achieved during local democracy week elections.</p>	<p>Youth Participation Newsletter, press coverage, MYP Elections, Democracy Week, local participation Youth Achievement records.</p> <p>Report of events plus photos.</p> <p>Fed into County Panel and used as topics.</p>

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
5.3	Support and co-ordinate the involvement of Young People in the Connexions Service to ensure that their needs are clearly articulated, that they are actively and meaningfully engaged in Connexions Service design, delivery and management and that their voice is heard and acted upon.	a. 12 members of Youth Forum to be representatives on the Connexions Youth Management Board.	N Francois	03/2005	?	?
5.4	To Assist with County Conferences of which one will be in partnership with the Connexions Service.  To hold a District Conference of which will be in partnership with the Voluntary Sector and Connexions.	Assist in the development of 2 County conferences each year  1. To elect MYP  2. Joint with Connexions	Participation Worker and Area Youth Co-ordinator  Area Youth Work co-ordinator  Connexions	02/2005  11/2004	Cancelled.  Achieved.  Achieved.	Elections January '05.  October '04.
5.5	Promote the UK Youth Parliament and ensure that the annual elections take place within Warwickshire.	a. Elections to take place each February.	Participation Worker and all Youth Work Staff & N Francois	02/2005	Achieved. 2 candidates stood for election, one of which was elected.	Publicity material, press coverage & voting statistics etc.

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
5.6	Provide appropriate mentoring and support for Warwickshire UK MYPs.	a. Each MYP and deputy to have a named Mentor/Support Worker.	N Francois & Participation Worker	04/2005	Achieved. Mentor appointed & now attends Meetings.	Minutes of Meetings.
		b. Monthly report on achievements.	N Francois & Participation Worker	04/2005	Achieved	Monthly report.
		c. Regular press release on UKMYP, 9 individual items per annum, 12 individual items per annum.	Area Youth Co-ordinator & Participation Worker	03/2005	Achieved	Press coverage & evidence file.
				03/2006	Achieved 7 items	As above.
		d. Induction programme developed for MYP .	N Francois & Youth Participation Worker	04/2005	Achieved	Residential 18 <sup>th</sup> – 20 <sup>th</sup> March 05.
		e. MYPs to be made aware of their right to have access to the WCC Cabinet and Area Committees.	N Francois	04/2005	?	?
f. Developing a training package for working with Young People for elected members in each area.	S Bhangal	04/2005	Currently being developed.	Programme information & attendance. Inc.Resi 10 <sup>th</sup> – 12 <sup>th</sup> July '05.		

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
5.7	Work with Young People to develop a YouthBank in partnership with South Warwickshire PIE also support school council.	<p><b>a.</b> Ensure opportunities are available for Young People to train as YouthBank grants panel.</p> <p><b>b.</b> Provide residential to enable YouthBank members to asses and award grants.</p>	<p>Participation Worker</p> <p>Participation Worker</p>	<p>04/2005</p> <p>04/2005</p>	<p>Achieved.</p> <p>Achieved.</p>	<p>Evidence file &amp; grants awarded.</p> <p>Evidence file. Inc. Oxford &amp; Ireland Resi.</p>
5.8	Involving young people in monitoring the quality of Youth Work in Warwick District.	<p><b>a.</b> Develop "Young People opinions/satisfaction" surveys as part of the process of Q.A developed by Community Cohesion. Including radio interviews. 10 youth clubs to be involved. Up to 50 Young People.</p> <p><b>b.</b> Ensure results from satisfaction surveys are discussed at Youth Councils and Forums.</p>	<p>Area Youth Work co-ordinator</p> <p>Area Youth Work co-ordinator</p>	04/2005	<p>Achieved Autumn Term '04.</p> <p>Not achieved.</p> <p>Progressing.</p>	<p>Survey returns. Two Young People attended QA training &amp; QA Visit to the Outhouse.</p>

**Strategic Objective 6: Provide accurate, up-to-date advice and information to young people so that they are enabled to make informed decisions and choices.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
6.1	Provision of internet access point in all youth Centres and the promotion of the Connexions Service website.	<p><b>a.</b> All centres to have internet access.</p> <p><b>b.</b> Promotion of the Connexions service website.</p> <p><b>c.</b> Promotion of the Warwickshire Youth Zone website.</p> <p><b>d.</b> Production of an internet code of practice for Young People using our centres.</p>	<p>Area Officer</p> <p>N Francois</p> <p>N Francois</p> <p>M Davy</p>	<p>04/2005</p> <p>04/2005</p> <p>03/2004</p> <p>07/2005</p>	<p>Achieved</p> <p>?</p> <p>No website yet.</p> <p>In progress.</p>	<p>Computers in situ.</p> <p>-</p>
6.2	Viewpoint to be available within the Maintained Youth Centres Via Internet.	<b>a.</b> Viewpoint to be piloted at Lillington Youth Centre. Connexions web site Young People consulting with Young People.	Area Youth Work Co-ordinator	03/2005	No progress to date.	
6.3	Support for local advice and information services.	<b>a.</b> Training to take place annually to ensure youth work staff are aware of what sources of information exist and appropriate routes for signposting Young People.	S Bhangal	04/2005	?	

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
6.4	To raise the profile and enhance the image of Youth Work within Community Education and wider share holders.	<p><b>a.</b> Link in with promotional marketing materials.</p> <p><b>b.</b> Engaging Young People in promotion of service.</p> <p><b>c.</b> Involving Young People in design of promotional materials.</p>	<p>M Davy</p> <p>Area Youth Work Co-ordinator</p> <p>Participation Worker &amp; Area Youth Work Co-ordinator</p>	<p>07/2004</p> <p>04/2004</p> <p>09/2004</p>	<p>Achieved.</p> <p>Achieved.</p> <p>Achieved.</p>	<p>Full Time Youth Worker Packs.</p> <p>YouthBank, QA, MYP's, etc.</p> <p>YP involved in designing logos, newsletter, YouthBank Website &amp; T-shirts.</p>



**Strategic Objective 7: Reconnect those young people who have become disengaged from education, employment or training through a process of lifelong learning.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
7.1	Providing personal development programmes for Young People working with the Connexions Service and other relevant agencies as appropriate.	<p><b>a.</b> An intensive programme in each area of the county with young people in the NEET category. Up to 40 young people across the district per annum.</p> <p><b>b.</b> To ensure that appropriate Youth Centres are made available to Connexions service + other relevant agencies for the purpose of providing drop in centres for young people.</p> <p><b>c.</b> Ensure appropriate accreditation opportunities for drop in work (link to 4.1).</p>	<p>Area Youth Work Co-ordinator and Youth Service Staff</p> <p>N Francois &amp; Area Youth Work Co-ordinator</p> <p>N Francois &amp; Area Youth Work Co-ordinator</p>	<p>09/2004 and on-going</p> <p>04/2004 and on-going</p> <p>04/2004 and on-going</p>	<p>Achieved.</p> <p>Achieved to a degree at most Centres. ConneXions staff attend club sessions.</p> <p>Not achieved.</p>	<p>Joint U-Project Summer Holiday Project.</p> <p>CYC, KYC, LYC &amp; The Gap yellow &amp; green sheets.</p>

**Strategic Objective 8: Engage young people in personal, social and educational learning opportunities to increase and enhance self-esteem, self-confidence, aspirations and achievement.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
8.1	Develop the use of the Youth Work Curriculum within all Maintained Centres.	a. Good practice principles are followed within the centres.	Area Youth Work Co-ordinator	04/2005	Achieved.	Unit meetings & District meeting notes. Plus annual appraisal targets.
8.2	Develop the use of the Youth Work Curriculum within Detached and Outreach Work.	a. Obtain County guidelines on Outreach and Detached Work.	T Chalcraft	04/2005	Achieved.	?
8.3	Area Offices to produce localised action/work plans based on this countywide action/development plan.	a. Area staff able to contribute to the methods for achieving targets. Local issues taken into account and recognised.	Area Youth Work Co-ordinator	04/2005 and on-going	Achieved.	Centre Plans, needs analysis, YP consultation & annual appraisal targets.
8.4	Area Offices to produce localised action/work plans based on this district action/development plan.	a. Centre action/ work plan to be completed and distributed.	Area Youth Work Co-ordinator and Youth service staff	04/2005 and on-going	Achieved.	Centre Plans and information from Evaluation Sheets + as above.

**Strategic Objective 9: Implement organisational developments that increase the efficiency and effectiveness of the Youth Service.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
9.1	Develop a programme for joint training of Youth Workers and Connexions Service PAs to ensure staff are aware of each other's roles.	All Youth Work Staff attend a course to introduce the work of the Connexions Service. Link to 1.2.	Area Youth Work Co-ordinator	04/2005	Achieved. September 2004.	Notes and Agenda of meeting.
9.2	Develop a system for Quality Assurance of Youth Work.	<p><b>a.</b> Implement Quality Assurance framework.</p> <p><b>b.</b> Implement a system of self-assessment.</p> <p><b>bi.</b> Implement a system of peer review.</p> <p><b>c.</b> Introduce a Management Information System appropriate for the Service needs. Staff awareness of the requirements of the Management Information System to be raised through appropriate training.</p> <p><b>d.</b> Produce annual training plan including provision for part time youth workers.</p>	<p>N Francois</p> <p>N Francois</p> <p>N Francois</p> <p>M Davy</p> <p>S Bhangal</p>	<p>04/2005</p> <p>04/2005</p> <p>04/2005</p> <p>04/2005</p> <p>04/2004</p>	<p>Achieved.</p> <p>Achieved.</p> <p>Achieved.</p> <p>Achieved. Still experiencing problems with software at HQ.</p> <p>Achieved.</p>	<p>Document written &amp; circulated.</p> <p>System devised &amp; used.</p> <p>System devised &amp; used.</p> <p>Locally staff are collecting &amp; forwarding data &amp; have received training.</p> <p>Training Plan produced &amp; circulated.</p>

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
9.2 cont		<p><b>e.</b> Ensure that staff are aware of 'Inspecting Youth Work: a revised framework for inspection' and the 'Self Assessment Schedule'.</p> <p><b>f.</b> To produce a District service annual report, review and celebration of achievement and good practice.</p> <p><b>g.</b> Promotion of 'celebration' events open to Service Staff and the Public.</p>	<p>N Francois</p> <p>Area Officer &amp; Area Youth Work Co-ordinator</p> <p>Area Officer &amp; Area Youth Work Co-ordinator</p>	<p>04/2005</p> <p>06/2005 and on-going</p> <p>10/2005</p>	<p>Achieved.</p> <p>In the process of being developed.</p> <p>Event delayed to Autumn Term.</p>	<p>Document circulated.</p> <p>Annual report produced &amp; celebration evening takes place.</p> <p>Photographic evidence &amp; report of event.</p>

**Strategic Objective 10: To promote awareness of and assist in the development of equality.**

Ref	Activity/Programme	Targets, Outcomes, Outputs or Impact	Lead Responsibility	Key Deadlines	Status/Progress	Source of Evidence
10.1	Development of programmes or activities designed to enable Young People to explore/celebrate Cultural and Sexual Diversity.	Black Youth Work awareness	Area Youth Work Co-ordinator	04/2005	Achieved - On-going.	Joint working with African Caribbean Project & Asian Connexions Worker.
		International Women's Day.	District Youth Worker.	03/2004	Not achieved. Young Women's activities were actively developed over Summer Holidays '05.	Programmes, photographs & awards.
		Kenilworth Festival.	Kenilworth Youth Centre Worker in Charge	10/2004	Not achieved. This is the first time it has not taken place for a number of years.	-
		Reach Out Project.	Area Youth Work Co-ordinator	04/2005	Achieved – partially.	“Respect Yourself” literature, attendance at South Warks. Equality Diversity Forum.

## Appendix D

### Warwick Youth and Community Targets for 2005/06

Centre/Project/Programme	Contact 25% of pop.	Participation 15% of pop.	Recorded outcome 60% of part.	Accredited outcome 30% of part.
Warwick Population Figure 13-19 = 10,351	2588	1553	932	466
Double R (ACEC)	30	30	30	
Lillington Rangers (ACEC)	30	30	30	
The Source Radford Semele (ACEC)	30	30	20	10
Sikh Community Centre - Dance/ Language + Rent Costs (ACEC)	30	30		
The Gap 14-19 (ACEC)	30	30		
The Gap 10-13 (ACEC)	30	15		
The Gap - total - excluding above	70	30	30	30
Binswood Lodge (ACEC)	10	5	5	5
Warwickshire Association Of Youth Clubs Summer (ACEC)	15	10	10	0
Take a Break (ACEC)	1	1		
Regenesi s - Active Youth A53(ACEC)	575	150	150	30
Warwickshire Wildlife Trust (ACEC)	5			
Warwick Young Fire Fighters (ACEC)	10	10		
Campion Young Men (ACEC)	20	10	10	10
Campion Young Women (ACEC)	20	10	10	10
Campion Youth Centre - excluding above	110	100	50	30
Warwick Youth Centre 10-13 (ACEC)	30	20	20	15
Warwick Youth Centre Saturday Club (ACEC)	30	20	20	20
Uptown Rock	20	15	15	15
Deatched Football (ACEC)	12	12	12	12
Warwickshire Association Of Youth Clubs Driving (ACEC)	12	12	12	12
Detached Project	140	75	30	30
Youth Participation (ACEC)	20	20	20	20
BABPA - Summer Programme (ACEC)	30		30	
African Caribbean Project (ACEC)	10	10	10	10
Ferncumbe Youth Club (ACEC)	16	10	8	5
Lillington Youth Centre	150	75	40	30
Kenilworth Youth Centre Driving (ACEC)	12	12	12	12
Kenilworth Youth Centre	150	75	50	30
Sidni Centre	30	20	20	5
Charm	20	22	20	
Duke Of Edinburgh	400	274	200	100
U Project	25	25	25	25
Midland Sailing Venture	20	20	20	20
Whitnash Youth Centre	30	20	20	10
Cubbington Youth Centre	30	20	20	5
Connexions Joint Working	30	10	10	10
Summer Activities	50		50	25
Aylesford School - user group rent subsidy (ACEC)	80	80		
Round Oak School - user group rent subsidy (ACEC)	30			
Shrubland 1st School - user group rent subsidy (ACEC)	20	20		
St Nicholas Junior School Kenilworth - user group rent subsidy (ACEC)	4	4		
Bishops Tachbrook School - user group rent subsidy (ACEC)	25	25		
Campion School and Community College - user group rent subsidy (ACEC)	50	50		
Kenilworth School and Sports College - user group rent subsidy (ACEC)	100	100		
Warwick Youth and Community Centre - user group rent subsidy (ACEC)	15	15		
Kenilworth Youth and Community Centre - user group rent subsidy (ACEC)	20	20		
Clinton Primary School - user group rent subsidy (ACEC)	5	5		
Ferncumbe C of E Primary School - user group rent subsidy (ACEC)	4	4		
Westgate Primary School	1	1		
Kenilworth Helping Hands (ACEC) up to 25 years of age	11	11		
Gateway (ACEC) up to 25 years of age	10	10		
Still to be found				
Totals	2627	1553	1009	536