

Early Years and Young People's Sub-Committee

Date: Wednesday, 17 October 2012
Time: 14:00
Venue: County Hall
Address: County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

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|----------|--|----------------|
| 1 | <u>Minutes of the last meeting held on 24th September 2012</u>
Details | 3 - 6 |
| 2 | <u>Apologies for Absence</u>
Details | 1-2 |
| 3 | <u>Declarations of Interests by Members and Officers:- (see note below)</u>
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | 1-2 |
| 4 | <u>Service Update</u>
(Oral Report) | 1-2 |
| 5 | <u>New Statutory Guidance for Local Authorities on Services and Activities to Improve Young People's We</u>
Details | 7 - 36 |
| 6 | <u>Nottinghamshire Members of the National Youth Parliament Elections for the 2013-2014 Sitting</u>
Details | 37 - 40 |
| 7 | <u>Update on the 2012 Nottinghamshire Outstanding Achievement For Youth Awards</u>
Details | 41 - 44 |
| 8 | <u>Young People's Board Progress Report</u>
Details | 45 - 50 |
| 9 | <u>Establishment of a Temporary Outdoor Education Visit Tutor Post at Sherwood Forest Country Park and</u>
Details | 51 - 54 |

(1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.

(2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer	Services	Centre	08449	80	80	80
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(3) Persons making a declaration of interest should have regard to the Code of Conduct and the Procedure Rules for Committee and Sub-Committee Meetings. Those declaring must indicate whether their interest is personal or prejudicial and the reasons for the declaration. Any Member or Officer who declares a prejudicial interest in an item must withdraw from the meeting during discussion and voting upon it, unless a dispensation has been granted.

Members or Officers requiring clarification on whether to make a declaration of interest are invited to contact Daniel Reynafarje (Tel. 0115 977 3160) or a colleague in the Governance Team prior to the meeting.

(4) Members are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.



minutes

Meeting EARLY YEARS & YOUNG PEOPLE'S SUB-COMMITTEE

Date 24 September 2012 (commencing at 10.30 am)

Membership

Persons absent are marked with 'A'

COUNCILLORS

Lynn Sykes(Chairman)

Dr John Doddy (Vice-Chairman)

A Bob Cross
Keith Longdon
Philip Owen

Mrs Stella Smedley, MBE
Stuart Wallace

A Ex-officio (non-voting)
Mrs Kay Cutts

OTHER COUNCILLORS IN ATTENDANCE

Councillor Mel Shepherd

OFFICERS IN ATTENDANCE

Steve Bradley – Group Manager, Cultural and Enrichment Services
Claire Dixon – Policy, Planning and Corporate Services Department
Mark Done – Team Manager, Arts & Sports for Children and Young People
Justine Gibling – Group Manager, Early Years and Early Intervention
Derek Higon – Service Director, Youth, Families and Cultural Services
Philippa Milbourne – Children, Families and Cultural Services
Daniel Reynafarje – Policy, Planning and Corporate Services Department
Neil Robinson - Group Manager, CFC, Investments and Treasury Management
John Slater – Service Director, Education Standards and Inclusion

MINUTES

The minutes of the last meeting held on 3rd July 2012 were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

An apology for absence was received from Councillor Bob Cross (medical/illness).

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None

SERVICE UPDATE (ORAL REPORT)

Ms Justine Gibling gave a slide show presentation to Members on the services provided by Early Years and Early Intervention. She stated that it was an overall positive picture for Children's Centres in Nottinghamshire and explained that in the last 11 months they have been integrating support services at Children's Centres. She informed Members that they now provide services for children up to the age of 12, whereas historically it was up to the age of 5. She explained that the work being undertaken to re-commission the service will bring consistency to Early Years and Early Intervention.

OFSTED INSPECTIONS OF CHILDREN'S CENTRES

RESOLVED: 2012/007

That the report be noted.

DEVELOPMENT OF FAMILY NURSE PARTNERSHIP FOR NOTTINGHAMSHIRE

RESOLVED: 2012/008

- 1) That the development of a Family Nurse Partnership for Nottinghamshire be noted.
- 2) That funding towards the Family Nurse Partnership of £100,000 per year for the period to April 2016, drawn from the revenue budget of the Early Years and Early Intervention Service, be approved

REMISSION SCHEME FOR ACTIVITIES DELIVERED BY ARTS AND SPORTS FOR CHILDREN AND YOUNG PEOPLE TEAM

RESOLVED: 2012/009

That the remission scheme for Arts and Sports for Children and Young People, including the amendment detailed in paragraph 6 above, be approved.

PROGRESS REPORT ON THE NOTTINGHAMSHIRE MUSIC EDUCATION HUB

RESOLVED: 2012/010

- 1) That Nottinghamshire County Council's successful application to lead the Nottinghamshire Music Education Hub be noted.
- 2) That the governance arrangements, including the establishment of a Programme Board with overall responsibility for providing strategic direction for the Nottinghamshire Music Education Hub, be noted.

ESTABLISHMENT OF BUSINESS SUPPORT POSTS IN RELATION TO THE NOTTINGHAMSHIRE MUSIC EDUCATION HUB

RESOLVED: 2012/011

That the posts outlined in paragraph 4 of the report are established within the Business Development and Support Service with effect from September 2012, on a permanent basis

PROPOSAL TO RESTRUCTURE THE BUSINESS SUPPORT SERVICE FOR THE EARLY YEARS AND EARLY INTERVENTION SERVICE

RESOLVED: 2012/012

That implementation of a revised structure for the Business Support Service for Early Years & Early Intervention, with effect from 1 October 2012, be approved.

The meeting closed at 11.06 pm.

CHAIRMAN

17 October 2012

Agenda Item: **5****REPORT OF THE GROUP MANAGER, YOUNG PEOPLE'S SERVICE****NEW STATUTORY GUIDANCE FOR LOCAL AUTHORITIES ON SERVICES
AND ACTIVITIES TO IMPROVE YOUNG PEOPLE'S WELL-BEING ISSUED IN
JUNE 2012****Purpose of the Report**

1. This report summarises the implications for the delivery of youth work by Nottinghamshire County Council arising from the Statutory Guidance and provides accompanying detail that sets out the current position of County Council funded youth work provision in respect of this (*in bold italics*). A full copy of the Statutory Guidance, along with copies of Nottinghamshire's current Youth Offer and Delivery Standards for Youth Work, are included as Appendices 1, 2 and 3 to this report.

Information and Advice

2. In December 2011, the Government published 'Positive for Youth; a new approach to cross-government policy for young people aged 13-19 in England'. This sets out a co-produced vision for a society in which all young people have the supportive relationships, strong ambitions and good opportunities they need to realise their potential. It adds that educational attainment is key to young people's success, but their experiences at home and in their community are also crucial to helping them form and pursue their ambitions. Most young people get all the support and opportunities they need from their families, communities and from school or college. However, a wide range of other services, including youth work, can play a key role.
3. In June 2012, following a nationwide consultation that Nottinghamshire County Council contributed to, the final Statutory Guidance was issued, which set out the following responsibilities of local authorities:

Involving young people

Local authorities must take steps to ascertain the views of young people and to take them into account in making decisions about services and activities for them, in line with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC). They should establish and maintain structured arrangements for doing so. To inform continuous improvement, these arrangements should enable young people to inspect and report at least annually on the quality and accessibility of provision. As appropriate they should also be involved actively in service design, delivery and governance. Young people should receive the support they need to participate, ensuring representation of the full diversity of local young people, and those who may not otherwise have a voice.

The current structure of children and young people's participation in Nottinghamshire is facilitated by the Young People's Service. This includes local district based Scrutiny, Advisory and Development Boards, alongside Countywide special interest groups including the Nottinghamshire Pioneers Disability Forum and the Children in Care Council, which in turn feed into the Young People's Board and the Members of the National Youth Parliament. This has been recently enhanced by the development of a team of young people as mystery shopper inspectors of youth service provision.

Local authorities should do all that is reasonably practicable to secure a sufficient local offer for young people

Nottinghamshire's 'Youth Offer' (Appendix 2), which was developed in 2010 after consultation with a wide range of young people and approved by both the then Cabinet Member for Children and Young People and the Young People's Board, sets out the range of provision that the Council secures for Nottinghamshire's young people.

The Council provides a comprehensive open access Young People's Service, which delivers positive and challenging fun activities to young people through: 28 purpose built Young People's Centres (the 29th will open in West Bridgford in March 2013); 10 bespoke mobile youth facilities; 10 Youth Clubs in partnership with the voluntary sector; the management and coordination of Nottinghamshire's large Duke of Edinburgh Award Scheme along with programmes that ensure disabled and Looked After young people throughout the County gain access to youth provision.

Securing access to sufficient services and activities

The Government will not prescribe which services and activities for young people local authorities should fund or deliver or to what level. They should take the strategic lead to work with young people; the voluntary, community and social enterprise sector; health and wellbeing boards; schools and colleges; and agencies including health and police.

The Young People's Service currently works alongside the Nottinghamshire Voluntary Sector Youth Partnership, which includes all of the major umbrella organisations in Nottinghamshire including Guides, Scouts, Boys' Brigade, Church groups, Cadet Forces, Young Farmers, NAVO and Nottinghamshire Clubs for Young People, to coordinate open access youth provision for young people across the County and to avoid duplication and share resources where appropriate and beneficial.

Currently, through its formula funding model for youth work, the Young People's Service has a system in place that delivers an equitable split of locality based youth work resources. This fulfils the sufficiency requirement of the guidance. The formula funding model is supported by Nottinghamshire's Youth Work Delivery Standards (Appendix 3) and quality assurances systems including mystery shopper visits by young inspectors.

4. ***The Young People's Service engaged the National Youth Agency in a 'free' consultancy to ensure that Nottinghamshire County Council adopts the most appropriate delivery model for cost effective youth work to meet the needs of Nottinghamshire's young people.***
5. ***This work commenced with the National Youth Agency consulting with Nottinghamshire young people, the Nottinghamshire Voluntary Sector Youth Partnership and the Nottinghamshire Young People's Board in September and October 2011. This was followed by a stakeholders contestability workshop in November 2011 which included representatives of local and national, private and voluntary sector providers.***
6. ***The findings of these events were used to inform a final Options Appraisal event, attended by a representative group of stakeholders including the Deputy Cabinet Member for Children and Young People with responsibility for youth services on 24 February 2012.***
7. ***This workshop explored the range of options for the future delivery of youth work in Nottinghamshire, based on the following three criteria: quality, cost effectiveness and efficiency. These options included:***
 - ***keeping the service in-house***
 - ***outsourcing the service***
 - ***phased outsourcing***
 - ***a mixed delivery of services***
 - ***a shared service with another local authority***
 - ***setting up a Youth Trust***
 - ***establishing an employee spin-out organisation.***

Conclusions of the National Youth Agency

8. ***The National Youth Agency felt that exploring all these options had provided the Council with a greater understanding of the commissioning process and may inform future developments. However, at this time, the consensus was that the option of keeping the service in-house was the best option for the young people of Nottinghamshire. It was recognised that youth work provision across the County was enhanced by the wide range of voluntary and community sector providers.***

Other Options Considered

9. As this is a report for noting, it is not necessary to consider other options.

Reason/s for Recommendation/s

10. The Council, through its recent repositioning of the Young People's Service to maximise the delivery of open access youth work opportunities to young people, alongside the creation of the Targeted Support and Youth Justice Service and the Early Years and Early Intervention Service to deliver targeted interventions to young people and families in need of additional support, is in a positive position to meet the responsibilities of the

Statutory Guidance for Local Authorities on Services and Activities to Improve Young People's Well-being.

11. The Service may need to revise its monitoring systems, once clarity on the new Outcomes Framework for Young People's Services has been released. This may include the collection of 'case studies' of a selection of individual young people's learning to support the robust attendance and participation management information in the current reporting process. Outcomes and other qualitative performance measures are currently monitored through formal operational visits by either young people or senior managers within the Service. This is achieved through a formal system of written assessments of the practice seen during observations at individual units, which is measured against the Nottinghamshire Youth Work Delivery Standards, and is followed, where necessary, by the development and implementation of an agreed improvement action plan by the unit leader. The final stage of this process is a re-inspection after three months has elapsed to ensure improvements have been embedded.
12. The recent consultancy, which engaged the National Youth Agency, in seeking to support the Council to deliver quality, cost effective and efficient youth work, has assisted the Young People's Service to prepare for any future changes in policy direction or budget reductions through the scoping of alternative delivery models for youth work in Nottinghamshire.

Statutory and Policy Implications

13. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Implications for Service Users

14. This report supports the Council's drive to deliver exciting and fun best value services to the young people of Nottinghamshire in their leisure time that meets current statutory requirements. The open access work of the Young People's Service provides young people with both diversionary activities and a safe place to be which assists in the reduction of anti-social behaviour and crime and disorder.

RECOMMENDATION/S

- 1) That the report be noted.

Chris Warren
Group Manager, Young People's Service

For any enquiries about this report please contact:

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Constitutional Comments

15. As this report is for noting only, no Constitutional Comments are required.

Financial Comments (NDR 25/09/12)

16. There are no financial implications arising directly from this report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0083

Statutory Guidance for Local Authorities on Services and Activities to Improve Young People's Well-being

This is statutory guidance issued by the Secretary of State for Education under Section 507B of the Education and Inspections Act 2006. It relates to local authorities' duty to secure services and activities for young people aged 13 to 19, and those with learning difficulties to age 24, to improve their well-being, as defined in Subsection 13.

**Department for Education
June 2012**

Rationale and scope of the duty

1. With the right supportive relationships, strong ambitions and good opportunities all young people can realise their potential and be positive and active members of society. Most get these from and through their families and friends, their school or college and their wider community enabling them to do well and to prepare for adult life. All young people benefit from additional opportunities and support, but some young people and their families, particularly the most disadvantaged and vulnerable, need specific additional and early help to address their challenges and realise their potential.
2. It is therefore local authorities' duty to secure, so far as is reasonably practicable, equality of access for all young people to the positive, preventative and early help they need to improve their well-being. This includes youth work and other services and activities that:
 - a. Connect young people with their communities, enabling them to belong and contribute to society, including through volunteering, and supporting them to have a voice in decisions which affect their lives;
 - b. offer young people opportunities in safe environments to take part in a wide range of sports, arts, music and other activities, through which they can develop a strong sense of belonging, socialise safely with their peers, enjoy social mixing, experience spending time with older people, and develop relationships with adults they trust;
 - c. support the personal and social development of young people through which they build the capabilities they need for learning, work, and the transition to adulthood – communication, confidence and agency, creativity, managing feelings, planning and problem solving, relationships and leadership, and resilience and determination;
 - d. improve young people's physical and mental health and emotional well-being;
 - e. help those young people at risk of dropping out of learning or not achieving their full potential to engage and attain in education or training; and
 - f. raise young people's aspirations, build their resilience, and inform their decisions – and thereby reducing teenage pregnancy, risky behaviours such as substance misuse, and involvement in crime and anti-social behaviour.

Responsibilities of local authorities

Involving young people

3. Local authorities must take steps to ascertain the views of young people and to take them into account in making decisions about services and activities for them, in line with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC). They should establish and maintain structured arrangements for doing so. To inform continuous improvement, these arrangements should enable young people to inspect and report at least annually on the quality and accessibility of provision. As appropriate they should also be involved actively in service design, delivery and governance. Young people should receive the support they need to participate, ensuring representation of the full diversity of local young people, and those who may not otherwise have a voice.

Securing access to sufficient services and activities

4. The Government will not prescribe which services and activities for young people local authorities should fund or deliver or to what level. They should take the strategic lead to work with young people; the voluntary, community and social enterprise sector; health and wellbeing boards; schools and colleges; and agencies including health and police to:
 - a. understand the needs of local young people, particularly the needs of the most disadvantaged and vulnerable, taking full account of equality and diversity issues;
 - b. enable parents and communities to meet young people's needs wherever possible, and engage businesses and other employers to contribute funding and expertise to help enhance and sustain local provision;

- c. plan how aspirational personal and social development programmes, including National Citizen Service, and youth work and youth workers can contribute to meeting the needs of young people and reduce demand for more specialist services;
 - d. determine the mix of open access, targeted, preventative and specialist provision needed to meet local needs, and how to integrate all services around young people;
 - e. decide what facilities are needed and how to make these available and accessible, wherever possible maximising the utilisation and potential of all local partners' assets including any Myplace centres and other high quality youth facilities;
 - f. determine which services and facilities need public funding and which can be secured through other means so that public funding is targeted primarily on young people at risk of poor outcomes;
 - g. determine which services and facilities can be delivered by third parties so that the local authority delivers directly only where it is clearly best placed to do so;
 - h. plan how to best support and grow the role of voluntary, community, and faith organisations, including through a transparent commissioning process, given the benefits the sector can bring to work with young people, families and communities;
 - i. agree priorities for publically funded services and facilities with local partners and how these can be most effectively and efficiently delivered, including considering with their employees the options for them to set up and transfer into a public service mutual in line with their 'Right to Provide';
 - j. ensure providers have the capacity and skills to deliver effective services to young people, by learning from good practice and developing their workforce;
 - k. publicise effectively to young people and their families the overall local offer of all services and activities available for young people locally;
 - l. put in place actively-managed systems for assuring the quality of local services and driving improvement, including in response to feedback from young people,
 - m. publish at least annually details of the feedback young people have given on the quality of the local offer and of how they have influenced local decisions; and
 - n. publish at least annually, in a form that enables young people and others to hold them to account, their plans for improving young people's well-being and personal and social development, together with relevant funding and performance data.
5. Local authorities are responsible for securing, so far as is reasonably practicable, a local offer that is sufficient to meet local needs and improve young people's well-being and personal and social development – having regard to the general principles of the UNCRC. They should strive to secure the best possible local offer within available resources, reviewing the sufficiency of the offer if it does not result in positive feedback from young people on the adequacy and quality of local provision and positive trends in qualitative and quantitative data that are indicative of local young people's well-being and personal and social development.
6. Local authorities should do all that is reasonably practicable to secure a sufficient local offer for young people, including:
- a. acting on all of the considerations in this and other relevant statutory guidance;
 - b. benchmarking their approach and performance relative to other similar areas to identify how they might improve impact and cost-effectiveness; and
 - c. drawing on available support and challenge to drive continuous improvement in the quality and impact of local services, including from the local authority sector nationally.

**NOTTINGHAMSHIRE COUNTY COUNCIL'S
YOUTH OFFER**

Appendix 2

We want Nottinghamshire to be a place where Young People feel respected and have their voices heard; where they can take part in lots of fun and exciting activities; where they can find information and get advice about things that are important to them; and if things aren't going as well as they could be, they can talk to someone who understands what they are going through and get the support they need.

EXPLANATION OF THE OFFER

This statement has been developed with Nottinghamshire's Young People's Board and draws on consultation with nearly 500 Nottinghamshire young people. It is due to be reviewed and updated by the Young People's Board in early 2013.

The Nottinghamshire Youth Offer entitles all young people to access service which ensures that they:

Feel respected and have their voices heard:

To provide opportunities for children and young people to get involved in the democratic processes that affect them, to have their views heard and to participate as active citizens in their communities.

This will be achieved by:

- Ensuring Nottinghamshire County Council staff listen and respond to children and young people's views, ideas, comments and complaints
- Consulting children and young people as service users on the quality of provision
- Actively supporting children and young people to be involved in the design and delivery of local activities and premises, including giving them the power to influence how some of the local budget is spent
- Implementing NCC participation strategy and standards
- Providing a structure of participation across Nottinghamshire for all children and young people to access
- Providing support and training for young people attending youth forums and the Young People's Board
- Organising local elections to the UK Youth Parliament and supporting nominated members to carry out their duties

Can take part in lots of fun and exciting activities:

All young people can access a wide and varied range of fun, exciting and challenging activities, which encourage young people to develop a sense of achievement, to be healthy, to stay safe, and to be better prepared for adult life and that supports their personal and social development.

This will be achieved by offering activities that:

- Are available at times that young people want them – evenings, weekends (including Friday and Saturday nights) and school holidays

- Take place in premises that are accessible, welcoming, safe, warm, attractive and equipped to deliver a wide range of high quality activities appropriate to the needs and interests of children and young people
- Are offered free of charge or at an affordable cost to young people
- Are located in places accessible to children and young people and takes into account safe and reasonable travelling
- Are culturally appropriate, celebrate diversity, promote respect for others and strengthen community cohesion
- Reflect and respond to the needs of the local children, young people and their communities
- Are planned, delivered and evaluated in partnership with children and young people
- Are well publicised – children and young people know when and where activities are taking place
- Meet recognised quality standards

Can find information and get advice:

Children and young people will be able to access information on activities in their local area and get access to services that can offer information support and guidance.

This will be achieved by:

- Managing a single website that provides up to date information on what activities are available locally and links to other services, support agencies and information providers
- Ensuring information is fully accessible to children and young people and available in a variety of formats
- Offering support to access confidential, impartial and non-judgemental information, advice and support from any of the Young People's Service units
- Working with partner agencies and young people to provide a co-ordinated and effective response to young people's information, advice and support needs

Can talk to someone who understands what they are going through and get the support they need:

To provide services that are relevant to the additional support needs of young people, and a skilled workforce who understand and who can respond to a wide range of issues that impact on the lives of children and young people.

This will be achieved by ensuring that:

- Children and young people know where to go or who to speak when problems arise
- Children and young people are included in any action plans that involve them
- Relevant policies and procedures are followed to ensure the safety of children and young people
- Vulnerable groups of young people will be offered the opportunity to engage in tailored interventions and activities
- Where appropriate, children and young people (and their families) will be offered the Common Assessment Framework (CAF) to establish the best package of services and support
- Professionals work together to provide whole packages of support and facilitate smooth transitions between services

Appendix 3

DELIVERY STANDARDS FOR YOUTH WORK IN NOTTINGHAMSHIRE

February 2012

REVIEW DATE – February 2013

Delivery Standards for Youth Work in Nottinghamshire

1. Introduction

This document sets out our standards for the effective delivery of positive activities using youth work methods and approaches at each unit within the Youth Service. The standards are based upon the following:

- The Education and Inspections Act 2006
- The local context within which the Youth Service operates in Nottinghamshire including the Pathway to Provision guidance and Early Intervention strategy
- The National Occupational Standards for Youth Work. (www.paulo.org.uk)

The provision of good quality enjoyable positive activities through youth work approaches and methods enhance young people's ability to achieve positive outcomes for themselves;

- In their relationships
- In their local community
- In their education, training and work

The standards for the delivery of positive activities are set out below.

- Positive activities are planned and managed collaboratively.
- Positive activities reflect the needs and interests of young people.
- Young people are aware of the positive activities available to them.
- Positive activities are available where and when young people want them.
- Positive activities help young people to achieve their potential.
- Positive activities promote equality of opportunity, celebrate diversity and challenge stereotypes.
- Positive activities are provided by appropriately qualified and skilled staff.
- Young people are involved in the planning, design, development, and evaluation of positive activities.
- Positive activities are regularly and systematically monitored, reviewed and evaluated and actions are taken to improve services in response to findings.
- Positive activities are safe and secure.

2. Definition of a “Unit”

In Nottinghamshire a unit is defined as:-

- A young people's centre
- A youth club.
- A detached youth project.
- A mobile youth project.

3. Our Delivery Standards

This section sets out the minimum standards which apply across the Service.

The Youth Service in Nottinghamshire has a set of performance indicators and targets for the Service, in order to measure the impact of our youth work, and the contribution the Service makes to securing positive outcomes for young people.

These performance indicators and targets are reviewed on an annual basis and form part of the Service's annual operational planning cycle. The information below sets out the baseline target for each indicator.

Each year the Youth Service will:

- Deliver over 200,000 attendances by young people
- Will engage at least 20,000 young people in positive, fun activities
- An annual figure will be recorded for the total number of accreditations gained by young people

4. Setting targets

The Service's annual performance targets are disseminated through each Locality Team and county-wide function, and in turn to each unit. Specifically, although the standards in this document apply across the Service, each unit will work towards meeting them, the accountability for meeting these targets ultimately rests with the Locality Team Manager.

5. Minimum delivery standards for effective youth work

This section sets out the fundamentals that need to be in place for a unit to meet the Service's Delivery Standards for Youth Work. These standards are specified in the following pages.

Nottinghamshire Youth Service – Youth Work Delivery Standard 1

An appropriate operating pattern

- Positive activities are planned and managed collaboratively.
- Positive activities reflect the needs and interests of young people.
- Positive activities are available where and when young people want them.

Young Peoples Centre:

Will operate an agreed minimum 40 week opening pattern

Provision will operate on the days and at times which are advertised through its programme and publicity.

Provision will be open during school holidays, evenings and weekends.

One of the operating sessions will be on Friday evening.

Operating times will be for a minimum of 2.5 hours for open access provision.

Normally a session time for 10-19 year olds should not open before 6.30 pm on a week day.

Staffing will be deployed to meet the needs of young people.

Every young people's centre will have one session dedicated to Under 14's.

Youth Club:

Will operate an agreed minimum 40 week opening pattern

Provision will operate on the days and at times which are advertised through its programme and publicity.

Provision will be open during school holidays, evenings and weekends.

Where possible, one of the operating sessions will be on Friday evening.

Operating times will be for a minimum of 2.5 hours for open access provision.

Normally a session time for 10-19 year olds should not open before 6.30 pm on a week day.

Staffing will be deployed to meet the needs of young people.

Detached Work:

Will operate an agreed minimum 40 week opening pattern

Provision will operate on the days and at times which are advertised through its programme and publicity.

Provision will be open during school holidays, evenings and weekends.

One of the operating sessions will be on Friday evening.

Provision will be locally targeted in conjunction with other agencies to maximise positive activity opportunities to those young people who can not access other provision.

Operating times will be for a minimum of 2.5 hours.

Staffing will be deployed to meet the needs of young people.

Mobile Youth Provision:

Will operate an agreed minimum 40 week opening pattern

Provision will operate on the days and at times which are advertised through its programme and publicity.

Provision will be open during school holidays, evenings and weekends.

Mobile provision will be deployed to operate a minimum of 5 evenings per week, with a specific emphasis on Friday evenings.

Provision will be locally targeted in conjunction with other agencies.

Operating times will be for a minimum of 2.5 hours for open access provision.

Staffing will be deployed to meet the needs of young people.

Standard 1 will be measured and monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including operational visits).
- Data collection through QES system.
- The annual planning process. (Locality Team Manager's Operational Plans)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 2 Effective communication with young people, families and communities

- Young people are aware of the positive activities available to them.
- Positive activities are available where and when young people want them.

Young Peoples Centre:

The following will be prominently displayed at the unit:

- The Service's Statement of purpose
- The unit's current programme
- Photos of members of staff with names
- Up-to-date posters reflecting issues that are important to young people
- Information about projects that showcase the activities of young people

In addition each centre should maximise opportunities to publicise activities through local media, networks, and where possible through agreed communication methods favoured by young people such as; text messaging, e-mail and the use of internet based social networking sites.

All information should be in an accessible format for the target group of young people and should include the age range, opening times, location and contact details for the provision.

All details of the Unit should be updated on the nottszone website on a termly basis.

Youth Club:

The following will be prominently displayed at the unit:

- The Service's Statement of purpose
- The unit's current programme
- Photos of members of staff with names
- Up-to-date posters reflecting issues that are important to young people
- Information about projects that showcase the activities of young people

In addition each centre should maximise opportunities to publicise activities through local media, networks, and where possible through agreed communication methods favoured by young people such as; text messaging, e-mail and the use of internet based social networking sites.

All information should be in an accessible format for the target group of young people and should include the age range, opening times, location and contact details for the provision.

All details of the Unit should be updated on the nottszone website on a termly basis.

Detached Work:

Detached units should maximise opportunities to publicise activities through the **nottszone website**, local media, networks, and where possible through agreed communication methods favoured by young people such as text messaging, e-mail and the use of internet based social networking sites.

All information should be in an accessible format for the target group of young people and should include the age range, operating times, location and contact details for the provision.

Detached units will notify the local police and neighbourhood wardens about the locations where they will be operating

Mobile Youth Provision:

The following will be prominently displayed in the unit:

- The Service's Statement of purpose
- The unit's current programme, which will be attractive
- Photos of members of staff with names
- Up-to-date posters reflecting issues that are important to young people
- Information about projects that showcase the activities of young people

In addition each mobile should maximise opportunities to publicise activities through the **nottszone website**, local media, networks, and where possible through modern communication methods utilised by young people such as text messaging, e-mail and the use of internet based social networking sites.

All information should be in an accessible format for the target group of young people and should include the age range, opening times, location and contact details for the provision.

Mobile units will notify the local police and neighbourhood wardens about the locations where they will be operating

Standard 2 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including operation visits).
- The QES data collection mechanism.
- The annual planning process. (Locality Team Manager's Operational Plans)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 3 **An appropriate balanced programme**

- Positive activities reflect the needs and interests of young people.
- Positive activities help young people to achieve their potential.
- Positive activities promote equality of opportunity, celebrate diversity and challenge stereotypes.

Young Peoples Centre:

Every centre will offer a variety of positive activities through a programme that is based on needs, published prior to the beginning of each term and updated as appropriate. This programme should provide young people with opportunities which are fun, varied, challenging and enjoyable.

The programme should reflect the promotion of equality and diversity.

All young people's centres will operate the C-Card scheme.

Youth Club:

Every youth club will offer a variety of positive activities through a programme that is based on need, published prior to the beginning of each term and updated as appropriate. This programme should provide young people with opportunities which are fun, varied, challenging and enjoyable.

The programme should reflect the promotion of equality and diversity.

All youth clubs will offer the C-Card scheme

Detached Work:

Every detached session will offer a variety of positive activities through a programme that is based on needs, published prior to the beginning of each term and updated as appropriate. This programme should provide young people with opportunities which are fun, varied, challenging and enjoyable.

The programme should reflect the promotion of equality and diversity.

All detached provision will signpost young people to the nearest C-Card point.

Mobile Youth Provision:

Every mobile will offer a variety of positive activities through a programme that is based on needs, published prior to the beginning of each term and updated as appropriate. This programme should provide young people with opportunities which are fun, varied, challenging and enjoyable.

The programme should reflect the promotion of equality and diversity.

All mobile provision will offer the C-Card scheme

Standard 3 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including operational visits).
- The QES data collection mechanism.
- The annual team planning process. (Locality Team Manager Operational Plans)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 4
Effective planning of Youth Work delivery

- Positive activities are planned and managed collaboratively.
- Positive activities reflect the needs and interests of young people.
- Young people are aware of the positive activities available to them.
- Positive activities help young people to achieve their potential.

- Positive activities promote equality of opportunity, celebrate diversity and challenge stereotypes.
- Positive activities are regularly and systematically monitored, reviewed and evaluated and actions are taken to improve services in response to findings.
- Positive activities are safe and secure.

Young Peoples Centre:

Every session will be planned, recorded and evaluated using the service's quality assurance processes

Session plans covering each session will be produced that are based on an understanding of young people's needs.

Each session will be designed to be fun with a mixture of activities. In addition, planning for each session will allow scope for staff to respond to the needs of young people "on the night".

Each unit will plan its next term's programme in the month preceding the start of the term. All youth support workers will complete their approved projected working pattern in their youth work diary

Each unit to produce a printed programme for a term, to be circulated to Secondary schools. The programme needs to be designed to attract young people to the provision.

Every centre will ensure that appropriate information regarding the programme is made available to all young people in the units catchment area using a mix of media including the **nottszone website** on a termly basis

Each unit will comply with the service quality assurance procedures

Youth Club:

Every session will be planned, recorded and evaluated using the service's quality assurance processes

Session plans covering each session will be produced that are based on an understanding of young people's needs.

Each session will be designed to be fun with a mixture of activities. In addition, planning for each session will allow scope for staff to respond to the needs of young people "on the night".

Each unit will plan its next term's programme in the month preceding the start of the term. All youth support workers will complete their approved projected working pattern in their youth work diary

Each unit to produce a printed programme for a term, to be circulated to Secondary schools. The programme needs to be designed to attract young people to the provision.

Every centre will ensure that appropriate information regarding the programme is made available to all young people in the units catchment area using a mix of media including the **nottszone website** on a termly basis

Each unit will comply with the service quality assurance procedures

Detached Work:

Every session will be planned, recorded and evaluated using our quality assurance processes

Session plans covering each session will be produced that are based on an understanding of young people's needs.

Each session will be designed to be fun with a mixture of activities. In addition,

planning for each session will allow scope for staff to respond to the needs of young people “on the night”.
 Each unit will plan its next term’s programme in the month preceding the start of the term. All youth support workers will complete their approved projected working pattern in their youth work diary
 Detached projects will produce a programme to circulated locally to young people. The programme needs to be designed to attract young people to the provision.
 To ensure that appropriate info re programme is made available to all young people in the catchment area using a mix of media including the **nottszone website** on a termly basis
 Each unit will comply with the service quality assurance procedures

Mobile Youth Provision:

Every session will be planned, recorded and evaluated using our quality assurance processes
 Session plans covering each session will be produced that are based on an understanding of young people’s needs.
 Each session will be designed to be fun with a mixture of activities. In addition, planning for each session will allow scope for staff to respond to the needs of young people “on the night”.
 Each unit will plan its next term’s programme in the month preceding the start of the term. All youth support workers will complete their approved projected working pattern in their youth work diary.
 Mobile projects will produce a programme to circulate locally to young people. The programme needs to be designed to attract young people to the provision.
 To ensure that appropriate info re programme is made available to all young people in catchment area using a mix of media including the **nottszone website** on a term basis

Standard 4 will be monitored through:

- The implementation of the Service’s internal Quality Assurance processes assessing the work being undertaken, (including operational visits).
- Monthly data returns and other data collection mechanisms.
- The annual planning process. (Locality Team Manager’s Operational Plan)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 5 **The number of young people attending the provision**

- Positive activities reflect the needs and interests of young people.
- Young people are aware of the positive activities available to them.
- Positive activities are available where and when young people want them.

Young Peoples Centre:

The membership of the provision will be representative of the local community and the expectation of the Service’s Young People’s Centres is that there should be a minimum of 30 young people attending each open access session.

Youth Club:

The membership of the provision will be representative of the local community and the expectation of the Service's Youth Clubs is that there should be a minimum of 15 young people attending each open access session.

Detached Work:

The membership of the provision will be representative of the local community and the expectation of the Service's Detached work is that staff should be in contact with a minimum of 15 young people during a session.

Mobile Youth Provision:

The membership of the provision will be representative of the local community and the expectation of the Service's Mobile provision is that there should be a minimum of 15 young people attending each open access session.

Standard 5 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including operational visits).
- The QES data collection mechanism.
- The annual planning process. (Locality Team Manager's Operational Plan)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 6 **Young people's voice and influence**

- Young people are involved in the planning, design, development, and evaluation of positive activities.
- Positive activities are regularly and systematically monitored, reviewed and evaluated and actions are taken to improve services in response to findings.

Young Peoples Centre:

Each Young People's Centre will ensure that there is a recognisable young people's management committee for young people to have their say about issues that affect or concern them, including the operation and evaluation of the work of the centre. Each committee will be representative of all groups of young people using the centre.

Each committee will elect young people to represent the unit on the District's Young People's Scrutiny, Advisory and Development Board.

Young people will be involved in the evaluation of each session. Every opportunity should be used to encourage young people to become active and involved in the planning and delivery of the Service.

Youth Club:

Each of the Service's Youth Clubs will ensure that there is a recognisable young people's management committee for young people to have their say about issues that affect or concern them, including the operation and evaluation of the work of the club. Each committee will be representative of all groups of young people using the provision.

Each committee will elect young people to represent the unit on local forums and the district youth assembly.

Young people will be involved in the evaluation of each session. Every opportunity should be used to encourage young people to become active and involved in the planning and delivery of the Service.

Each club will establish and maintain a local senior members scheme and encourage young people to undertake the Senior Member Training programme as part of their development.

Detached Work:

Detached provision should clearly identify how young people will be involved in the planning and delivery of that provision including young people's involvement in the evaluation of each session.

Detached units will encourage young people to join local fora and the district youth assembly

Mobile Youth Provision:

Each Mobile provision will ensure that there is a recognisable young people's management committee for young people to have their say about issues that affect or concern them, including the operation and evaluation of the work of the provision. Each committee will be representative of all groups of young people using the mobile.

Each committee will elect young people to represent the unit on local forums and the district youth assembly.

Young people will be involved in the evaluation of each session. Every opportunity should be used to encourage young people to become active and involved in the planning and delivery of the Service.

Each unit will establish and maintain a local senior members scheme and encourage young people to undertake the Senior Member Training programme as part of their development.

Standard 6 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including both operational visits and peer inspections).
- Monthly data returns and other data collection mechanisms.
- The annual team planning process. (Youth Work Manager Operational Plans)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 7

Sufficient resources and equipment for youth work delivery

- Positive activities promote equality of opportunity, celebrate diversity and challenge stereotypes.
- Positive activities are provided by appropriately qualified and skilled staff.
- Positive activities are safe and secure.

Young Peoples Centre:

Each centre will ensure that it has appropriate equipment and resources to deliver the programme

Each centre will ensure that the premises are safe and welcoming to young people with positive images of young people from different backgrounds displayed.

Staffing for each session will be appropriate in number to deliver the content of the session, meet the needs of the young people involved and the premises used.

Lone working is not permitted.

Staffing for each session will be made up of appropriately qualified staff, and where applicable

staff will be supported to achieve appropriate qualification relevant to the post

All new staff will receive unit focused induction through the “Welcome” meeting, which complies with the service’s induction policy

All staff will wear authorised photo identity badges

Youth Club:

Every youth club will ensure that it has appropriate equipment and resources to deliver the programme

Each club will ensure that the premises are safe and welcoming to young people with positive images of young people from different backgrounds displayed.

Staffing for each session will be appropriate in number to deliver the content of the session, meet the needs of the young people involved and the premises used.

Lone working is not permitted.

Staffing for each session will be made up of appropriately qualified staff, and where applicable

staff will be supported to achieve appropriate qualification relevant to the post

All new staff will receive unit focused induction through the “Welcome” meeting, which complies with the service’s induction policy

All staff will wear authorised photo identity badges

Detached Work:

Each unit will ensure that it has appropriate equipment and resources to deliver the programme

Each unit will ensure that the locations are safe for young people and staff

Lone working is not permitted

Staffing for each session will be made up of appropriately qualified staff, and where applicable

staff will be supported to achieve appropriate qualifications relevant to the post

All new staff will receive unit focused induction through the “Welcome” meeting, which complies with the service’s induction policy

All staff will wear authorised photo identity badges

Mobile Youth Provision:

Each unit will ensure that it has appropriate equipment and resources to deliver the programme

Each unit will ensure that the mobile and location are safe and welcoming to young people

Lone working is not permitted

Staffing for each session will be made up of appropriately qualified staff, and where applicable

staff will be supported to achieve an appropriate qualification relevant to the post

All new staff will receive unit focused induction through the "Welcome" meeting, which complies with the service's induction policy

All staff will wear authorised photo identity badges

Standard 7 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including both operational visits and peer inspections).
- Monthly data returns and other data collection mechanisms.
- The annual team planning process. (Youth Work Manager Operational Plans)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 8 Capacity to be responsive to need during planned delivery of youth work sessions

- Positive activities are provided by appropriately qualified and skilled staff.
- Positive activities are regularly and systematically monitored, reviewed and evaluated and actions are taken to improve services in response to findings.
- Positive activities are safe and secure.

Young Peoples Centre:

The staff at the provision will be appropriately qualified for their role, flexible and responsive to the needs of young people.

All staff will have been subject to an enhanced Criminal Records Bureau clearance before commencing work with young people.

There will always be at least one member of staff whose post is graded as Youth Support Worker Level 2 or above during the session, and there will be at least one staff member who holds a Level 2 qualification.

The development of staff at the unit will be demonstrated through evidence of formal supervision, the completion of an annual Employee Personal Development Review (EPDR), and the completion of training appropriate to the role of the staff.

Youth Club:

The staff at the provision will be appropriately qualified for their role, flexible and responsive to the needs of young people.

All staff will have been subject to an enhanced Criminal Records Bureau clearance before commencing work with young people.

There will always be at least one member of staff whose post is graded as Youth

Support Worker Level 2 or above during the session, and there will be at least one staff member who holds a Level 2 qualification.

The development of staff at the unit will be demonstrated through evidence of formal supervision, the completion of an annual Employee Personal Development Review (EPDR), and the completion of training appropriate to the role of the staff.

Detached Work:

The staff at the provision will be appropriately qualified for their role, flexible and responsive to the needs of young people.

All staff will have been subject to an enhanced Criminal Records Bureau clearance before commencing work with young people.

There will always be at least one member of staff whose post is graded as Youth Support Worker Level 2 or above during the session, and there will be at least one staff member who holds a Level 2 qualification.

The development of staff at the unit will be demonstrated through evidence of formal supervision, the completion of an annual Employee Personal Development Review (EPDR), and the completion of training appropriate to the role of the staff.

Mobile Youth Provision:

The staff at the provision will be appropriately qualified for their role, flexible and responsive to the needs of young people.

All staff will have been subject to an enhanced Criminal Records Bureau clearance before commencing work with young people.

There will always be at least one member of staff whose post is graded as Youth Support Worker Level 2 or above during the session, and there will be at least one staff member who holds a Level 2 qualification.

The development of staff at the unit will be demonstrated through evidence of formal supervision, the completion of an annual Employee Personal Development Review (EPDR), and the completion of training appropriate to the role of the staff.

Standard 8 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including both operational visits and peer inspections).
- Monthly data returns and other data collection mechanisms.
- The annual team planning process. (Youth Work Manager Operational Plans)
- Termly planned programmes.

Nottinghamshire Youth Service – Youth Work Delivery Standard 9

Youth work will result in a range of outcomes for young people

- Positive activities reflect the needs and interests of young people.
- Positive activities help young people to achieve their potential.
- Positive activities promote equality of opportunity, celebrate diversity and challenge stereotypes.
- Young people are involved in the planning, design, development, and evaluation of positive activities.
- Positive activities are safe and secure.

Young Peoples Centre:

The work of the unit will contribute to the performance indicators and targets of the Youth Service, with a specific emphasis on the contacts, membership and accredited outcomes.

All the work of the unit will reflect the Service's Youth Work Curriculum.

Every unit will have a celebration event (at least annually) to showcase and recognise the achievement of the young people

Each unit will ensure that 85% of those young people in contact with the unit express satisfaction with the unit programme, activities and opening pattern

Every unit will ensure that all youth work sessions evaluated through our internal Quality Assurance systems are graded "Adequate" or higher

Youth Club:

The work of the unit will contribute to the performance indicators and targets of the Youth Service, with a specific emphasis on the contacts, membership and accredited outcomes.

All the work of the unit will reflect the Service's Youth Work Curriculum.

Every unit will have a celebration event (at least annually) to showcase and recognise the achievement of the young people

Each unit will ensure that 85% of those young people in contact with the unit express satisfaction with the unit programme, activities and opening pattern

Every unit will ensure that all youth work sessions evaluated through our internal Quality Assurance systems are graded "Adequate" or higher

Detached Work:

The work of the unit will contribute to the performance indicators and targets of the Youth Service, with a specific emphasis on the contacts, membership, and accredited outcomes.

All the work of the unit will reflect the Service's Youth Work Curriculum.

Every unit will have a celebration event (at least annually) to showcase and recognise the achievement of the young people

Each unit will ensure that 85% of those young people in contact with the unit express satisfaction with the unit programme, activities and opening pattern

Every unit will ensure that all youth work sessions evaluated through our internal Quality Assurance systems are graded "Adequate" or higher

Mobile Youth Provision:

The work of the unit will contribute to the performance indicators and targets of the Youth Service, with a specific emphasis on the contacts, membership and accredited outcomes.

All the work of the unit will reflect the Service's Youth Work Curriculum.

Every unit will have a celebration event (at least annually) to showcase and recognise the achievement of the young people

Each unit will ensure that 85% of those young people in contact with the unit express satisfaction with the unit programme, activities and opening pattern

Every unit will ensure that all youth work sessions evaluated through our internal Quality Assurance systems are graded "Adequate" or higher

Standard 9 will be monitored through:

- The implementation of the Service's internal Quality Assurance processes assessing the work being undertaken, (including both operational visits and peer inspections).
- Monthly data returns and other data collection mechanisms.
- The annual team planning process. (Youth Work Manager Operational Plans)
- Termly planned programmes.

6. Responsibility for achieving the Youth Service's Delivery Standards

The Young People's Service's Leadership Team are responsible for ensuring the following:

- That our delivery standards are fully and consistently achieved across the Service.
- That our delivery standards are monitored effectively, and appropriate corrective action is taken if they are not achieved.
- That all staff are aware of their individual responsibilities for ensuring the Service meets its delivery standards and are supported and encouraged to attend appropriate training opportunities.
- That opportunities for the training and development of staff are identified through Employee Performance & Development Review's (EPDR) and recorded in the individual Employee Learning and Development Plans, (ELDP) and supervision notes.
- That face to face work across the service reflects our delivery standards, and contributes towards their achievement.

Youth Workers and Youth Support Workers in Charge are responsible for ensuring:

- That our delivery standards are correctly achieved and monitored in their unit.
- That all staff are aware of their individual delivery standard responsibilities, are supported and are encouraged to attend appropriate training opportunities.
- That the performance of individual staff is linked to the National Occupational Standards for Youth Work.
- That opportunities for the training and development of staff are identified through EPDR and recorded on the individual Employee Learning and Development Plans, (ELDP) and supervision notes.
- The face to face work within their unit reflects our delivery standards, and contributes towards their achievement.

Youth Workers and Youth Support Workers undertaking face to face work with young people are responsible for ensuring the following:

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- That face to face work reflects, on a day to day basis, our delivery standards and contributes towards their achievement.

7. Related Documents

The development of Delivery Standards for Youth Work in Nottinghamshire has been informed by the following policy documents:

- Youth Service Performance Management Framework
- Youth Service Curriculum Policy and Framework
- Quality Assurance Procedures
- Workforce Training and Development Policy
- National Occupational Standards for Youth Work

8. Review

The Youth Service's Delivery Standards will be reviewed annually in February.

**This Publication can be made available in alternative formats
and languages upon request**



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17 October 2012**Agenda Item: 6****REPORT OF THE GROUP MANAGER, YOUNG PEOPLE'S SERVICE****NOTTINGHAMSHIRE MEMBERS OF THE NATIONAL YOUTH PARLIAMENT:
ELECTIONS FOR THE 2013-2014 SITTING****Purpose of the Report**

1. To update the Sub-Committee on the preparations for the election of the Nottinghamshire Members of the National Youth Parliament for the 2013-2014 sitting.

Information and Advice

2. The UK Youth Parliament (UKYP) enables young people to use their energy and passion to change the world for the better. Run by young people for young people, UKYP provides opportunities for 11-18 year-olds to use their voice in creative ways to bring about social change. UKYP was launched at the House of Commons in July 1999 and held its first sitting in February 2001 in London. There are currently over 600 elected MYPs (Members of Youth Parliament). Now in its eleventh year, UKYP continues to develop and improve. Decision makers are listening to what young people are saying. More and more young people are voting in UKYP elections. The Council, through the Young People's Service, has been involved in facilitating the process of elections and supporting the individual MYP representing the County since the Youth Parliament's inception.
3. The role of an MYP includes meetings with MPs and local councillors, organising events, running campaigns, making speeches, holding debates, and ensuring that the views of young people are listened to by decision makers. The most important aspect of any MYP's role is to make sure they represent the views of the young people in their constituency and to remain politically neutral. Nottinghamshire MYPs have been involved in the lobbying and development of skate parks and open spaces for young people, working with Primary Care providers to ensure that appropriate safe areas are available to young people in Accident and Emergency Units in hospitals and raising the issue of keeping safe and avoiding abusive relationships for young disabled people.
4. A recent announcement from the British Youth Council, which facilitates the National Youth Parliament, has altered the start of the term of office for Members of the Youth Parliament from the calendar year to the financial year.
5. This has altered the draft plans for the elections of the eight representatives from Nottinghamshire; these will now take place in 2013 between 21 January and 28 February. These elections take place in Schools, Libraries, Children's Homes and Young

People's Centres and via the voluntary youth sector in their individual groups or clubs. It is expected that in excess of 14,000 young people will take part in the voting process.

6. Nottinghamshire's eight members of the Youth Parliament are aged from 11 to 16 years and are elected to represent one of the seven districts and the views of disabled young people from across the County.
7. A celebration of the achievements of the outgoing Nottinghamshire Members of the Youth Parliament and the inauguration of the new cohort to their elected positions will take place for the young people and their families/carers at an event, on the evening of Friday 8 March 2013, at County Hall.

Other Options Considered

8. As this is a report for noting, it is not necessary to consider other options.

Reason/s for Recommendation/s

9. Involvement in the election process for the Nottinghamshire Members of National Youth Parliament by at least 25% of all 11 to 16 year olds, forms part of the Council's drive to increase the participation of young people in decision making and assist in their preparation for adult citizenship.

Statutory and Policy Implications

10. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the report be noted.

Chris Warren
Group Manager, Young People's Service

For any enquiries about this report please contact:

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Constitutional Comments

11. As this report is for noting only, no Constitutional Comments are required.

Financial Comments (NDR 25/09/12)

12. There are no financial implications arising directly from this report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0085

17 October 2012

Agenda Item: 7

REPORT OF THE GROUP MANAGER, YOUNG PEOPLE'S SERVICE

UPDATE ON THE 2012 NOTTINGHAMSHIRE OUTSTANDING ACHIEVEMENT FOR YOUTH AWARDS

Purpose of the Report

1. To update the Sub-Committee on the progress of the 2012 Nottinghamshire Outstanding Achievement for Youth Awards.

Information and Advice

2. The purpose of the Award is not only to celebrate the outstanding achievements of seven young people who are finally selected, but to increase the awareness of adults that the vast majority of Nottinghamshire's young people lead positive, fun, healthy and helpful lives within their families and communities. This is achieved through the generation of positive media coverage of the excellent success stories of the every day lives of those young people who are nominated for the Award.
3. The criteria to be nominated for the Award include a broad range of individual achievements. These could be anything from surpassing all expectations in a particular sport or activity, contributing to their local community or overcoming the odds to achieve academically. Nominees must be at least old enough to be in Year 7 at school and no older than 19 years of age – the maximum age for disabled young people is 25. They must also live in one of the County Council's seven districts and not be a resident of Nottingham city.
4. Following the success of the first Nottinghamshire Outstanding Achievement Awards in 2011, a media campaign was successfully implemented in the spring and early summer of 2012 to raise the profile of the Awards throughout Nottinghamshire and to elicit nominations for a wide range of 13-19 year olds who have either achieved outstanding success or have overcome a significant barrier to success.
5. 65 nominations were received for the 2012 Awards from across Nottinghamshire's seven districts.
6. These nominations were assessed in each district by the local Young People's Scrutiny, Advisory and Development Boards, which each selected their top three nominations.
7. A group of representative local adults then selected the overall winner for each district from the three selected by the young people. All young people who were nominated

received a letter of congratulation and a formal certificate to confirm their achievement from the Group Manager of the Young People's Service.

8. Then a group comprising the Leader of the Council, cross party representatives of elected Members, the young person who chairs the Young People's Board, the Editor of the Nottingham Post and a representative of the voluntary youth sector selected the overall winner for the whole County from the seven district winners.
9. An evening celebration event is planned for Friday 28 September 2012 to take place in the Assembly Hall at County Hall. The winners from the seven districts will attend along with their families/carers.
10. After a key note speech by the Leader of the Council and entertainment provided by a group of young people, there will be a video presentation of each young person and the person who nominated them for the Award to explain why they have been 'Outstanding'.
11. Finally the overall winner will be announced by the Chairman of Nottinghamshire County Council.

Other Options Considered

12. As this is a report for noting, it is not necessary to consider other options.

Reason/s for Recommendation/s

13. The Award, and the media interest it generates, is an ideal vehicle to showcase a positive image of Nottinghamshire teenagers.

Statutory and Policy Implications

14. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

- 1) That the report be noted.

Chris Warren
Group Manager, Young People's Service

For any enquiries about this report please contact:

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T: 0115 9774430
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Constitutional Comments

15. As this report is for noting only, no Constitutional Comments are required.

Financial Comments (NDR 25/09/12)

16. There are no financial implications arising directly from this report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0086

REPORT OF THE GROUP MANAGER, YOUNG PEOPLE'S SERVICE**YOUNG PEOPLE'S BOARD PROGRESS REPORT****Purpose of the Report**

1. To update Members of the Sub-Committee on the progress of the Young People's Board.

Information and Advice

2. The Children and Young People's Participation Team within the Young People's Service are responsible for developing and facilitating young people's participation structures within Nottinghamshire, including the Young People's Board. A structure chart of young people's participation is included as **Appendix 1** to this report.
3. The Young People's Board is a constituted group of young people, aged 11 to 19 years, including several representatives from each of the seven district based Scrutiny, Advisory and Development Boards (SADB) and the various Countywide youth forums, including the Pioneers Disabled Young People's Forum. The Nottinghamshire Members of the National Youth Parliament chair the SADB and therefore are also members of this Board.
4. The Children in Care Council (CICC), which represents Nottinghamshire's Looked After Children, is well represented at the Board.
5. The Board is chaired by an annually elected young person. Councillor Lynn Sykes, Chairman of the Early Years and Young People's Sub-Committee, along with the Group Manager of the Young People's Service, are the only permanent adult members of the Board.
6. The Purpose of the Young People's Board is:
 - To give young people a voice in shaping and developing the Young People's Service in Nottinghamshire
 - To enable young people to influence and shape the design, development and delivery of services that impact on children and young people
 - To give young people in Nottinghamshire a collective and influential voice on matters of interest and importance to them
 - To ensure that service provision is better coordinated and has a young person centred approach.
 - The Board can scrutinise any areas of interest or concern. This can be triggered by a concern raised by an individual contacting a member of the Board or via an issue raised through the SADB structure.

7. Recently the Board has been involved in examining the support services available to young carers. This includes inviting representatives responsible for those services from the Authority and the voluntary sector to attend a meeting of the Board to answer their questions. This resulted in the services involved having a better understanding of 'hidden young carers' and how to access them. The Board also developed a DVD, through external funding which they applied for, to highlight the issues of young carers with their peers, which they are delivering through school assemblies.
8. The Young People's Service consults with the Young People's Board about strategic developments in its practice; recent examples of this have been changes in its Statement of Purpose and the revision of the Nottinghamshire Youth Work Delivery Standards.
9. A sub-group of the Board was involved with a consultancy exercise on the future delivery mechanism for youth work in Nottinghamshire to establish if young people thought that the commissioning of this provision would improve the quality of the service they receive.
10. Members of the Board have been trained to inspect and assess the quality of current Youth Work provision and make suggestions for improvements through a comprehensive programme of unannounced mystery shopper visits, followed by formal reports and action plans that the Board monitors through re-inspections. They are now in conversation with the Library Service to offer a similar inspection programme for their provision.
11. The participation of primary school aged children is facilitated by a specialist post within the Children and Young People's Participation Team, which uses a 'play work' approach to gain the ideas and needs of this group for particular projects e.g. the installation of new play ground equipment. Where appropriate, these children, as they reach the age of eleven, are encouraged to join their local Scrutiny Advisory and Development Board.
12. Two examples of the impact the Board has made recently, to services provided for children and young people, include; a group of Looked After Children have successfully redesigned the six-monthly assessment booklets used by Children's Social Care which increases the participation of young people and their willingness to complete the task; and the annual opening pattern of the Council's Young People's Centres and Mobiles has moved to a Countywide fixed pattern, to enable young people to be clear when they are available, and therefore increase their use, after a consultation process carried out by the Board.
13. Future development of the Board includes their wish to be involved in further scrutiny and inspection of services provided for children and young people. These include a proposal to deliver a 'secret shopper' inspection service for Libraries and involvement in the new Health Watch scheme and the peer inspection process of the Youth Service in the spring of 2013.

Other Options Considered

14. As this is a report for noting, it is not necessary to consider other options.

Reason/s for Recommendation/s

15. The Young People's Board is an ongoing part of Nottinghamshire's Participation Strategy for children and young people.

Statutory and Policy Implications

16. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Implications for Service Users

17. This report continues the Council's drive to involve service users in designing and monitoring service delivery and encouraging young people to become involved as active citizens in Nottinghamshire

RECOMMENDATION/S

- 1) That the report be noted.

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Constitutional Comments

18. As this report is for noting only, no Constitutional Comments are required.

Financial Comments (NDR 25/09/12)

19. There are no financial implications arising directly from this report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0084



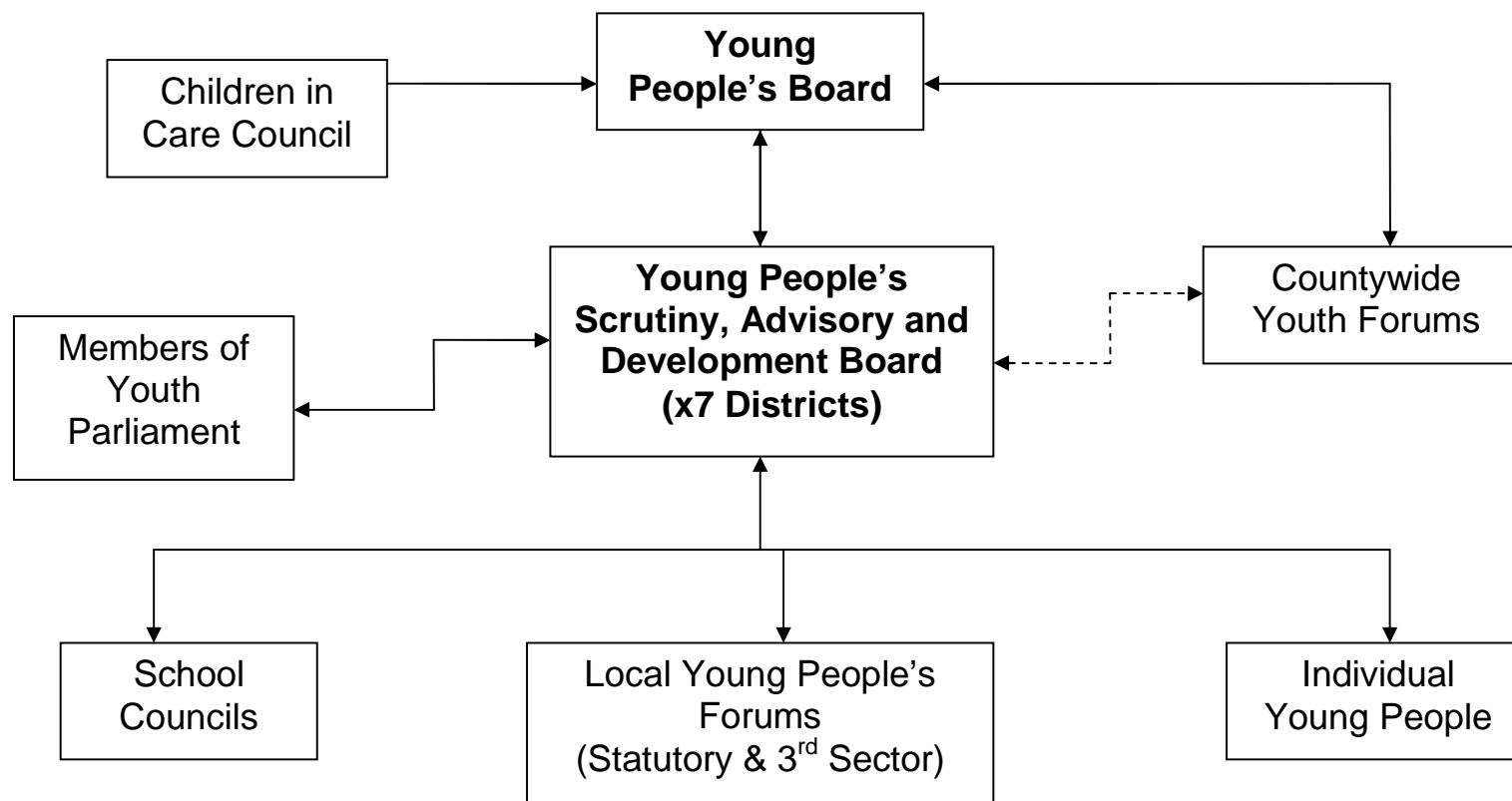
Nottinghamshire
County Council

Appendix 1 Children, Families and Cultural
Services

Youth, Families & Culture Division

Young People's Service

Structure of Young People's Participation



17 October 2012

Agenda Item: **9****REPORT OF THE GROUP MANAGER, CULTURAL & ENRICHMENT
SERVICES****ESTABLISHMENT OF A TEMPORARY OUTDOOR EDUCATION VISIT
TUTOR POST AT SHERWOOD FOREST COUNTRY PARK AND A
TEMPORARY BUSINESS SUPPORT ADMINISTRATOR POST AT
PERLETHORPE ENVIRONMENTAL DAY CENTRE****Purpose of the Report**

1. This report seeks approval to establish a 0.4 fte Visit Tutor (Grade 5 pending NJE) temporary post based at Sherwood Forest Country Park and to disestablish the current 0.68 fte (term time only) Administrative Assistant (Grade 2) post and establish a 0.8 fte Business Support Administrator (Grade 4) temporary post based at Perlethorpe Environmental Day Centre. The established posts will be for an 18 month period in the first instance.

Information and Advice

2. In 2002, the County Council signed an agreement with English Nature to create Sherwood Forest National Nature Reserve. As part of this agreement the Council has a statutory duty under the Wildlife and Countryside Act 1981 to promote environmental education on sites of special scientific interest (SSSI), particularly to children and young people. This is currently being undertaken by the Sherwood Forest Park Rangers along side their site management responsibilities. A review of the Country Parks and Green Estates Service is nearing completion and as part of this there is a move towards park rangers focusing on their site management responsibilities in line with the nature of the post.
3. The Outdoor Environmental Education (OEE) Day Centres, Perlethorpe and Brackenhurst, offer a provision for largely primary school groups from across the County to enhance the school curriculum through the outdoor environment in both on and off-site locations. The Centres are well used, with term time occupancy levels for 2011/2012 of 77% combined and pupil numbers of 10,928.
4. By aligning the responsibility to deliver outdoor environmental educational at Sherwood with the OEE service, it will allow a more focused approach, provide continuity of educational standards and an understanding of the needs of schools and the curriculum alongside building on the number of schools visiting Sherwood Forest Country Park. The post will be part of the OEE team and directly managed by the Head of Day Centres. This will provide support, sharing of ideas and practical resources and allow for

consistent Health and Safety practices to be applied across Outdoor Learning in Nottinghamshire.

5. Administrative support for Environmental Day Centres is currently provided by a 0.68 fte post (term time only). This post was not included in the CFCS Business Support Review in 2011 and still resides within the OEE service.
6. To ensure that the correct levels of business support are in place across the Environmental Day Centres a review has taken place. This has identified the need to refocus the business support provision across the service at a higher level, providing co-ordinating support for the aligned education offer at Sherwood Forest Country Park and maximising income generation.

Other Options Considered

7. Continued operation by the Country Parks and Green Estates Service would be feasible but would not provide the best operating model for delivery.

Reason/s for Recommendation/s

8. The Outdoor Environmental Education Service will oversee an experienced educationalist in the delivery of provision to schools and groups, allowing Park Rangers to fully undertake their core responsibilities on site. An increased, higher level of business support will ensure a consistent approach in the co-ordination and management of systems across the Education Day Centres and the proposed offer at Sherwood. This will also include maximising income generation and supporting the Head of Day Centres in further developments of service delivery.

Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

10. The cost of the 0.4 fte (Grade 5 pending NJE) Outdoor Education Visits Tutor will be £10,338 - £11,778 including on-costs and will be offset against income generated from group bookings.
11. The cost of the 0.8 fte (Grade 4) Business Support Administrator 4 will be £17,585 - £20,007 including on-costs. The current cost of the administrative post to be disestablished is £11,159 and additional revenue budget will be required which will be met from within Cultural & Enrichment/Business Support Services.
12. A small contribution will be made from the Country Parks and Green Estates Service in year 1 to assist in the transition and co-ordination of the provision.

Human Resources Implications

13. Staff affected by any proposed changes will be fully consulted with in accordance with the policy and procedures of the County Council.

RECOMMENDATION/S

That:

- 1) the establishment of a temporary (18 months) post of 0.4 fte Visit Tutor (Grade 5) be approved.
- 2) the disestablishment of the post of 0.68 fte Administrative Assistant (Grade 2) (term time only) and establishment of a temporary (18 months) post of 0.8 fte Business Support Administrator (Grade 4) within the CFCS Business Support Service be approved.

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Constitutional Comments (KK 12/09/12)

14. The proposals in this report are within the remit of the Early Years and Young People's Sub-Committee.

Financial Comments (NDR 11/09/12)

15. The financial implications are set out in paragraphs 10 to 12 of the report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0066

