

# PLEASE NOTE VENUE

## CHILDREN'S SERVICES PORTFOLIO

## DECISION SCHEDULE



Friday 16<sup>th</sup> March 2007

at 3.00 p.m.

in Conference Room 1, Belle Vue Community, Sports and Youth Centre,  
Kendal Road, Hartlepool

Councillor Hargreaves, Cabinet Member responsible for Children's Services will consider the following items.

### 1. KEY DECISIONS

- 1.1 2007/08 Capital Works Programme – *Director of Children's Services*

### 2. OTHER ITEMS REQUIRING DECISION

- 2.1 To Approve a Variation to an Instrument of Government – *Director of Children's Services*
- 2.2 Connexions Delivery Plan 2007/08 – *Director of Children's Services*
- 2.3 Foster Carers– Scheme of Allowances 2007-08 – *Director of Children's Services*

### 3. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

None

### EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) Act 1985

Continued/.....

# PLEASE NOTE VENUE

4. **KEY DECISION**  
None

5. **OTHER ITEMS REQUIRING DECISION**

- 5.1 Children's Homes Regulation 33/34 Reports (para 1) – *Director of Children's Services*

## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

16 March 2007



**Report of:** Director of Children's Services

**Subject:** 2007/08 CAPITAL WORKS PROGRAMME

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To seek approval to the 2007/08 Capital Works Programme for Children's Services.

#### **2. SUMMARY OF CONTENTS**

- Report requiring decision.
- Information relating to the funding available.
- The proposed programme of works for 2007/08.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Responsible for all matters relating to Children's Services.

#### **4. TYPE OF DECISION**

Key decision, tests 1 and 2 apply.

#### **5. DECISION MAKING ROUTE**

Children Services Portfolio 16th March 2007.

#### **6. DECISION(S) REQUIRED**

That the Capital Works Programme for 2007/08 be approved.

**Report of:** Director of Children's Services

**Subject:** 2007/08 CAPITAL WORKS PROGRAMME

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**1. PURPOSE OF REPORT**

- 1.1 To seek approval to the Capital Works Programme for 2007/08 as detailed in **Appendix A**.

**2. BACKGROUND**

- 2.1 On an annual basis, the Authority receives Government funding to support, maintain and develop the school building stock. Individual schools have their own maintenance budgets which generally focus on day to day repairs, the Authority tends to support major repairs or refurbishment, to replace when repair is not a viable option.

- 2.2 As always the prime motivation behind the works programme is to deliver improvements in education and raise standards of attainment. The Asset Management Plan has in previous years outlined the Department's approach and philosophy in relation to capital works encapsulated in the following statements:

- All projects must have raising educational standards as their ultimate objective;
- All projects must be demonstrably cost effective;
- Greater priority will be afforded to projects which address:
  - Health and safety issues,
  - Fulfilling statutory duties,
  - Ensuring the requirements of the national curriculum are met.

- 2.3 This year's programme is further set against a background of major capital investment in the Authority's school buildings via Building Schools for the Future and the Primary Capital Programme. DfES have confirmed that, subject to Ministerial approval to the Authority's Strategy for Change, Hartlepool will be included in Wave 5 of the BSF programme. This could result in a £90 million programme of new build and major refurbishment for our secondary schools to be delivered by 2011/12.

Further Government announcements have confirmed that from 2008/09 Hartlepool will be part of a Primary Capital Programme which, over a period of 15 years, will provide for major investment in our primary stock.

Whilst further investment of this magnitude must be borne in mind, its influence on the programme of works for 2007/08 must be kept in proportion to the immediate needs of schools.

### 3. FUNDING

- 3.1 The DfES have confirmed the School Capital Allocation for Hartlepool for 2007/08 as follows:

	£
LA Formulaic Allocation:	
Modernisation	1,150,377
Access	143,629
	1,294,006
LA Devolved Capital	1,396,041
VA Devolved Capital	611,572
VALCVAP	475,062

The programme of works presented in this report applies to the Formulaic Allocation only. Devolved Capital allocation goes directly to individual schools on a given formula based on pupil numbers. The LCVAP funding (Local Authority Controlled Voluntary Aided Programme) applies to church schools only, on a programme of works essentially determined by the Catholic and Church of England Dioceses.

- 3.2 As in previous years, the Children's Services Department has been able to incorporate into its budget further financial support to improve the school building stock. The RCCO (Revenue Contribution towards Capital Outlay) figure for 2007/08 is £597,000.

In addition to the above, the overall budget for the year is further enhanced by 'slippage' carried over from 2006/07. Whilst this figure will not be finalised until the formal year end, at this stage that sum should be no less than £300,000. Anything higher will, in the first instance, be added to the contingency figure (see paragraph 4.3).

- 3.3 This report and the programme of works proposed is therefore based on an overall budget of:

	£
LA Formulaic Allocation	1,294,006
RCCO	597,000
Slippage	300,000
TOTAL	<u>2,191,006</u>

#### 4. PROGRAMME OF WORKS

- 4.1 The programme of works shown in **Appendix A** is ambitious but achievable and focuses on the most critical condition, suitability and access issues across the Authority.

- 4.2 The programme has been compiled following a thorough process of examination:

Colleagues from the Authority's Property and Procurement Division carry out independent condition surveys for each of our schools on an annual basis. They assess the relative condition of the building in terms of structure, mechanical and electrical works. Their evaluation of the building and their assessment of what work need to be carried out to, at the very least, maintain the building in an acceptable manner goes onto a 'priority matrix'. This represents invaluable data when compiling the programme.

This condition data is viewed alongside the suitability data from December 2005 when all rooms in all schools were systematically assessed in terms of their suitability from an educational perspective i.e. 'are they fit for purpose?'. The 2007/08 programme includes a number of situations where specific areas within individual schools were considered to be not wholly fit for purpose.

A further aspect of the programme looks at access issues within our schools. We are constantly trying to improve levels of access in all our schools either by a rolling programme of work or in response to the specific needs of individual children as they move school. Typical projects will include the installation of disabled toilets, lifts and the placement of ramps.

Throughout the process of compiling the programme there has been regular contact with headteachers, or the appropriate senior member of staff, with regard what issues or concerns they have on a day to day basis relating to their building.

- 4.3 At this stage, the costs shown against individual projects (**Appendix A**) are estimates.

Each scheme has been provisionally allocated to one of the Authority's three partnering contractors. Those contractors are currently examining each job before submitting a price to the Authority for client (Children's Services) approval.

Based on the estimated prices the current programme is within the overall budget by approximately £40,000. This has purposely been arranged in order to leave the Department with a sum of money, a contingency, in the event of unexpected developments. In particular, the contingency will enable the Department to respond to emergency

situations in respect of health, safety or security or in situations where the school, or parts of the school may have to be closed unless immediate action is taken.

In such circumstances the Department would look for special dispensation from the Portfolio Holder to carry out such works that are deemed appropriate in advance of formal Member approval.

As a matter of course, Members will be kept up to date during the year on progress and developments to the Capital Programme via the Capital Monitoring Reports taken to Cabinet on a quarterly basis. In addition, there will be direct reports to the Portfolio Holder for Children's Services from the Department.

Other than for minor adjustments to individual schemes (within the Authority's Financial Procedures) or in response to an emergency situation, as previously described, there will be no variation to the programme of work as detailed in **Appendix A**, without prior approval from the Portfolio Holder.

## **5. RISK MANAGEMENT**

- 5.1 This report is concerned with the maintenance, protection and development of Council assets i.e. school buildings.
- 5.2 The proposed programme of works has been compiled on the basis of those areas/sections of our buildings which are showing clear signs of failure and are therefore presenting a greater level of risk.

## **6. RECOMMENDATIONS**

- 6.1 That the programme of capital works for 2007/08 as identified in **Appendix A** be approved.
- 6.2 That the Children's Services Department be allowed dispensation and discretion to authorise building works, not included in the initial programme of works, but where a significant health, safety and/or security issue is exposed, in advance of formal approval by the Portfolio Holder for Children's Services.

## **7. BACKGROUND PAPERS**

Children's Services Asset Management Plan 2006/07 (Statement of Priorities).

## **8. CONTACT OFFICER**

Alan Kell, Asset Manager, Children's Services Department.

## 2007/08 CAPITAL WORKS PROGRAMME

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**PRIMARIES:**

		Mod '000	Access '000	RCCO '000
Barnard Grove	- Roofwork	52		
	- Pipework 1 <sup>st</sup> phase	18		
Brougham	- Boiler replacement	6		
	- Refurbish toilets			30
	- Window replacement	15		
	- Resurface playground			28
Clavering	- Roofwork	56		
	- Caretaker's bungalow roof replacement	20		
	- Pipework 1 <sup>st</sup> phase	18		
Eldon Grove	- Classroom extensions			100
Fens	- Boiler plant	85		
	- Complete electric works	15		
	- Pipework 1 <sup>st</sup> phase	18		
Golden Flatts	- Window replacement	60		
Grange	- Window replacement	54		
	- New kitchen			90
Jesmond	- Lighting to car park			11
Kingley	- Caretaker's bungalow roof replacement	20		
	- Caretaker's bungalow heating	6		
	- Windows	95		
Lynnfield	- Boiler plant	85		
	- Refurbish toilets			30
	- Disabled toilets		30	
Rift House	- Nursery boiler	22		
	- Roofwork (Nursery)	6		
	- Window replacement	87		
	- Disabled toilet		30	
Rossmere	- Pipework (final phase)	12		
	- Window replacement	60		
	- Install lift		40	
St. Helens	- Boiler house roof replacement	5		
Stranton	- Caretaker's bungalow roof replacement	20		
	- Window replacement	40		
Ward Jackson	- Caretaker's bungalow roof replacement	20		
	- Window replacement	56		



West Park	- Roofwork	50	
	- Caretaker's bungalow heating	6	
	- Pipework (1 <sup>st</sup> phase)	18	
	- Security (fencing/CCTV)		40
	- Access ramps		25
West View	- Window replacement	60	
	- Pipework (1 <sup>st</sup> phase)	18	

<b>Sub Totals</b>	<b>1,103</b>	<b>125</b>	<b>329</b>
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### SECONDARIES:

Brierton	- Roofwork	60		
	- Fire alarms – up grade system	30		
Dyke House	- Resurface car park			25
	- Replace boilers			60
High Tunstall	- Roofwork	121		
Manor	- Fire alarms – up grade system	30		
	- Electrical works	35		
	- Stageworks (access)		25	
St. Hild's	- Henry Smith site maintenance			5
Catcote	- Caretaker's bungalow roof replacement	20		
	- Window replacement	35		
	<b>Sub Totals</b>	<b>331</b>	<b>25</b>	<b>90</b>

<b>Sub Totals</b>	<b>331</b>	<b>25</b>	<b>90</b>
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**MISC:**

Various	- Kitchen interlocks	30		
Various	- Refurbish toilets		45	
Various	- Ventilation (ICT rooms)		25	
Various	- Classroom ventilation (pilot schemes)		30	
Various	- Soundfield Amplification/Radio Hearing Aids	17		
	<b>Sub Totals</b>	<b>30</b>	<b>17</b>	<b>100</b>

<b>Sub Totals</b>	<b>30</b>	<b>17</b>	<b>100</b>
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<b>TOTALS</b>	<b>1,464</b>	<b>167</b>	<b>519</b>
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<b>GRAND TOTAL</b>	<b>2,150</b>
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## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

16<sup>th</sup> March 2007



**Report of:** Director of Children's Services

**Subject:** TO APPROVE A VARIATION TO AN  
INSTRUMENT OF GOVERNMENT

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### SUMMARY

#### **1. PURPOSE OF REPORT**

This report is to request the Portfolio Holder for Children's Services to approve a variation to the Instrument of Government for a Church of England aided secondary school.

#### **2. SUMMARY OF CONTENTS**

The report sets out the background to making new Instruments of Government and Varying and Instrument of Government for a voluntary aided school.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder is responsible for all education and child care matters.

#### **4. TYPE OF DECISION**

Non-key decision.

#### **5. DECISION MAKING ROUTE**

Children's Services Portfolio Holder's meeting 16<sup>th</sup> March 2007.

#### **6. DECISION(S) REQUIRED**

The Portfolio Holder is requested to approve the variation to the Instrument of Government.

**Report of:** Director of Children's Services

**Subject:** TO APPROVE A VARIATION TO AN INSTRUMENT OF GOVERNMENT

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## 1. PURPOSE OF REPORT

To seek approval to a variation of Instrument of Government as attached at **Appendix 1**.

## 2. BACKGROUND

- 2.1 In accordance with the School Governance (Constitution)(England) Regulations 2003 all governing bodies were required to choose and adopt a new model for the size and membership of their governing body by 31<sup>st</sup> August 2006.
- 2.2 During the Spring term 2004, a number of governing bodies of community and voluntary aided and controlled schools considered and agreed to adopt a constitutional model for their governing body by drawing up an Instrument of Government in accordance with the regulations.
- 2.3 The Instrument of Government records the name of the school and sets out the size of the governing body and its constitution in accordance with the regulations.
- 2.4 The Governing Body of St Hild's C of E Voluntary Aided Secondary School agreed a new constitutional model for their school which was formally made on 2<sup>nd</sup> August 2004 following approval of the Diocese of Durham. The Instrument was further revised and formally made on 11<sup>th</sup> July 2005 to take account of a change to a sponsor Governor position following approval by the Diocese of Durham.
- 2.5 The Governing Body at their meeting held in the spring term 2007 have agreed a further variation to the Instrument of Government in respect of a change to the second Sponsor Governor position from Heerema Hartlepool Limited to Hartlepool College of Further Education which has been approved by the Diocese of Durham for formal making by the Local Authority (**Appendix 1**).

## 3. RECOMMENDATIONS

That the Portfolio Holder approve the variations to Instrument of Government as outlined in this report for St Hild's C of E Voluntary Aided Secondary School as attached at **Appendix 1**.

4. **CONTACT OFFICER** Arn Turner, Governor Support Officer.

## INSTRUMENT OF GOVERNMENT

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### INSTRUMENT OF GOVERNMENT: VOLUNTARY AIDED SCHOOL

1. The name of the school is: ST. HILD'S CHURCH OF ENGLAND (AIDED) SCHOOL.
2. The school is a voluntary aided comprehensive school.
3. The name of the governing body is "The governing body of St. Hild's Church of England (Aided) School.
4. The governing body shall consist of:
  - a. 3 parent governors;
  - b. 2 LEA governors;
  - c. 4 staff governors;
  - d. 13 foundation governors of whom 5 shall, at the time of their appointment, be eligible for election or appointment as parent governors.
  - e. 2 sponsor governors
5. Total number of governors 24.
6. The sponsors entitled to nominate persons for appointment as sponsor governors under schedule 5 of the Regulations are Hartlepool College of Education and British Energy.
7. Foundation governors shall be appointed by the following bodies:
  - (a) Two Ex-officio as set out below.
  - (b) Two by the Durham Diocesan Board of Education.
  - (c) Two elected by Hartlepool Deanery Synod.
  - (d) One appointed by the Parochial Church Council of the Parish of Holy Trinity, Hartlepool.
  - (e) One appointed by the Parochial Church Council of the Parish of St. Hilda, Hartlepool.
  - (f) Five, being at the time of appointment parents of registered pupils of the school, appointed by the Foundation Governors.
8. The holders of the following offices shall be foundation governors ex officio;
  - (a) The incumbent or priest in charge for the time being of the Parish of Holy Trinity, Hartlepool.
  - (b) The Incumbent or priest in charge for the time being of the Parish of St. Hilda, Hartlepool.

9. The Durham Diocesan Board of Education in consultation with the Archdeacon of the Archdeaconry in which the school is situated, shall appoint a foundation governor to act in the place of the ex officio foundation governor whose governorship derives from the offices named in 8(a) and 8(b) above, in the event that any ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which her/his governorship exists.
10. The Director of Education for the Diocese of Durham shall be entitled to request the removal of any ex-officio Foundation Governor and to appoint any substitute governor.
11. The Foundation Governors are the Trustees of the School.
12. "Recognising its Christian foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.  
  
The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils".
13. This instrument of government comes into effect on
14. This instrument was made by order of Hartlepool Authority on
15. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor), any trustees and to the appropriate religious body.

## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

16 March 2007



**Report of:** Director of Children's Services

**Subject:** CONNEXIONS DELIVERY PLAN 2007-08

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To seek endorsement for the Local Delivery Plan for Connexions in Hartlepool 2007-08.

#### **2. SUMMARY OF CONTENTS**

The Report outlines the key requirements and features of the plan.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Hartlepool Connexions Locality Team will become part of the Children's Services Department from 1<sup>st</sup> April 2007, subject to completion of the disaggregation of the Connexions Tees Valley Company.

#### **4. TYPE OF DECISION**

Non-key.

#### **5. DECISION MAKING ROUTE**

Children's Services Portfolio Holders meeting, 16 March 2007.

#### **6. DECISION(S) REQUIRED**

To endorse the Connexions Delivery Plan 2007-08.

**Report of:** Director of Children's Service

**Subject:** CONNEXIONS DELIVERY PLAN 2007-08

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### 1. PURPOSE OF REPORT

To seek endorsement for the Local Delivery Plan for Connexions in Hartlepool 2007-08.

### 2. BACKGROUND

Since the inception of Connexions in 2002, there has been a requirement for an annual Local Delivery Plan. From April 2007, Connexions' funding, delivery and responsibility for performance targets for Hartlepool transfers to Hartlepool Borough Council.

### 3. CONNEXIONS BUSINESS PLANNING GUIDE

Planning guidance, issued by DfES, in November 2006, establishes a number of requirements for business plans 2007-08. Plans must be signed off by Government Office (GO) before 30 March 2007 and must demonstrate that robust arrangements are in place to secure:

- A well planned and smooth transition to Local Authority responsibility;
- A continued focus on delivering the NEET (Not in Education, Employment or Training) and other Public Sector Agreements (PSA) targets;
  - Improve EET (Education, Employment and Training) outcomes for teenage parents, young offenders, care leavers, and other vulnerable groups
  - Increase the proportion of 19 year olds achieving Level 2 qualifications (equivalent to 5 A-C's)
- Maintenance of the scope and quality of front line services to young people so that they experience continuity and consistency of service delivery;
- The continued delivery of statutory duties (delivery of careers education and guidance; encouraging participation in education and training; assessment to support transitions for young people with learning difficulty and or disability)
- Deliver the DfES *Specification for Services Funded Through the Connexions Grant 2006-08*: the maintenance of the Connexions Client Caseload Information System (CCIS) and Management Information (MI) and tracking; guidance on the role of the Connexions Personal Advisers (PA); guidance on broad delivery processes; and quality and management of services.

In this first year of delivery, the Plan outlines how the Local Authority will continue to deliver information, advice and guidance and targeted youth support under the new Children's Services arrangements. Activity is expressed under the 5 Every Child Matters outcomes, as well as a section on Quality & Management of Services.

The Plan also contains information on 'areas for improvement', identified through the annual self-assessment process involving young people, staff and partner agencies.

#### **4. TIMESCALES**

A timetable has been established by GO:NE to support the planning process and in accordance with this, the first draft of the Connexions Delivery Plan for 2007-08 has been submitted for consideration, prior to the 'sign off' on 30 March 2007.

#### **5. RECOMMENDATIONS**

The Portfolio Holder is recommended to endorse the Connexions Delivery Plan for 2007-08.

#### **6. BACKGROUND PAPERS**

Draft Delivery Plan (APPENDIX 1)

#### **7. CONTACT OFFICER**

Sue Johnson, Assistant Director, Planning & Service Integration



## APPENDIX TO 2.2



### Delivery Plan 2007/08

Connexions Hartlepool One Stop Shop, Victoria Buildings,  
6-8 Tower Street, Hartlepool, TS24 7HD Tel: 01429 275501

*Connexions Direct: 080 800 13 2 19*

# CHILDREN'S SERVICES in Hartlepool

## APPENDIX TO 2.2

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## APPENDIX TO 2.2

### INTRODUCTION

This Plan outlines the range of activities to be delivered during 2007-08 by the Connexions Service in Hartlepool in order to:

- Provide young people with impartial information, advice and guidance,
- Raise the aspirations of young people and remove barriers to progression; and
- Secure improved outcomes relating to young people's engagement with post 16 education, employment and training.

As well as the delivery of universal and differentiated Personal Adviser service to all young people aged 13 – 19 years, and up to the age of 25 for young adults with Special Needs, Connexions delivers *Positive Activities for Young People* and the NRF *Hartlepool On-Track* project. We also contribute to the delivery of *Connect to Work*, the ESF Employment Project.

National policy drivers have resulted in some significant changes to the strategic environment for Connexions delivery and from April 2007, Connexions will be delivered through Hartlepool Children's Services. This Plan outlines how Children's Services will contribute to strategies aimed at improving young people's engagement with education, employment and training opportunities from 14-19, and reflects strategic priorities for the evolving Children's Trust outlined in the Hartlepool Children and Young People's Plan 2006/09.

This Plan takes due regard of the five Every Child Matters (ECM) outcomes for children and young people: Be Healthy; Stay Safe; Enjoy and Achieve; Make a Positive Contribution; and Achieve Economic Wellbeing; and the challenges that lie ahead in the development of an Integrated Youth Support Service.

Within the context of ongoing change and continuous improvement, Connexions in Hartlepool will strive to continue to deliver services that are quality assured via rigorous scrutiny and evaluation, including self-assessment. We will build on the achievements of both Connexions Tees Valley and Hartlepool Children's Services in developing innovative practice with young people and supporting young people to have a voice in helping to shape local service provision. We will also take learning from the outcome of the Joint Area Review and other recent inspections of services in Hartlepool.

## APPENDIX TO 2.2

### NATIONAL PRINCIPLES AND LOCAL ACHIEVEMENTS

Connexions in Hartlepool adheres to the eight key principles upon which the Connexions Strategy is based:

- **Raising Aspirations** – setting high expectations of every individual
- **Meeting individual need** – and overcoming barriers to learning
- **Taking account of the views of young people** – individually and collectively
- **Inclusion** – keeping young people in mainstream education and training and preventing them moving to the margins of their community
- **Community involvement and neighbourhood renewal** – through involvement of community mentors and through Personal Advisers brokering access to local welfare, health, arts, sport and guidance networks
- **Extending opportunity and equality of opportunity** – raising participation and achievement levels for all young people, influencing the availability, suitability and quality of provision and raising awareness of opportunities
- **Evidence based practice** – ensuring that interventions are based upon rigorous research and evaluation into 'what works'

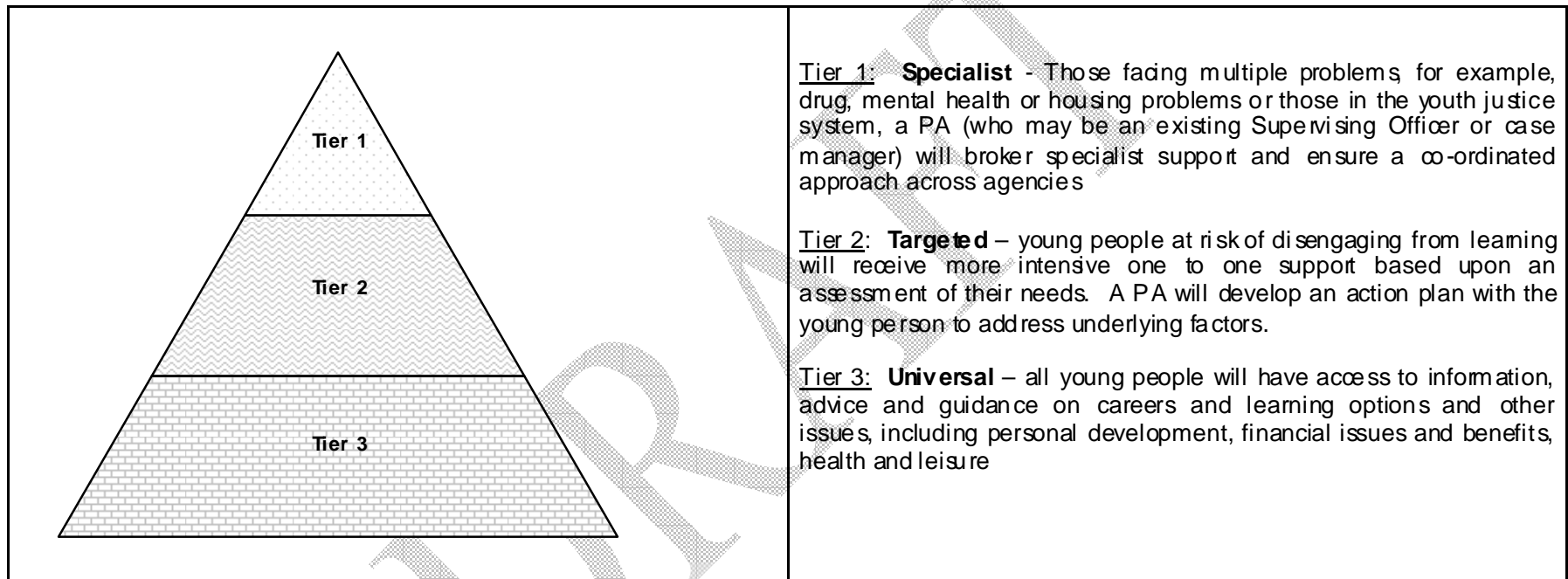
To that end, the following has been achieved since the creation of Connexions in 2002:

- The recruitment of Personal Advisers (PAs) from a range of professional disciplines to meet the breadth of young people's needs and a robust workforce development programmes
- Collaboration with a range of agencies, from the education, youth support, employment and training sectors
- The development of formal structures to ensure that young people are able to influence service provision and contributions to the developing town wide strategy for involving young people in democratic processes
- Consolidation of working practices in schools and colleges focusing on the provision of impartial information, advice and guidance to young people
- Delivery of *Positive Activities for Young People (PAYP)* and its integration into local preventative services and the Youth Inclusion Support Panel (YISP)
- Coordination and/or delivery of the following projects, through multi-agency working: *Hartlepool 100*, *Kick Start*, *U Project*, *Ethical Employment for Students*; and *Hartlepool On Track*
- Use of the *APIR* (Assessment, Planning, Implementation & Review) framework to inform individual interventions
- Grant funding to local voluntary and community sector (VCS) organisations to build capacity for delivering services to young people
- Implementation of a range of quality assurance mechanism, including self-assessment processes involving staff, partner agencies and young people, to support continuous improvement

## APPENDIX TO 2.2

### WHAT CONNEXIONS OFFERS YOUNG PEOPLE

Connexions provides a universal service, differentiated to meet young people's needs. In bringing together and building on existing services, Connexions will make sure that young people have access to three broad tiers of support *according to their need*:



Young people are individuals and such will have marked differences in their life experiences and aspirations. Some young people will need help to overcome unexpected or temporary barriers to learning and achievement. This could be due to many factors, such as a family crisis, bullying, or teenage pregnancy. Others may need help to break through racial, gender, disability or other stereotyping. Very able young people may need help to make sure they are fully stretched in their academic, vocational and personal development.

Connexions Hartlepool respects diversity and seeks to be inclusive, in its approach and service delivery. We seek to ensure that all young people have an opportunity to access the service, receive appropriate information, advice and guidance and be listened to.

## APPENDIX TO 2.2

### STRATEGIC PRIORITIES

Connexions Business Planning for 2007-08 takes place in the context of the transfer of Connexions funding and responsibility for providing Information, Advice and Guidance (IAG) and targeted youth support services to Hartlepool Borough Council. There are a number of other national, regional and local agendas which need to be taken into account in shaping our activity to deliver key national targets, including:

- Every Child Matters and the Children's Act 2004 and the development of Children's Trusts
- Youth Matters: Next Steps *"Things To Do, Places to Go and Someone To Talk To"*, March 2006
- IAG Standards (currently published as draft and subject to consultation)
- Targeted Youth Support Prospectus, due early 2007
- National NEET Strategy, due early 2007
- *Aligning Provision* NEET Tool kit
- Targeted Youth Support Tool kit
- 14-19 Education and Skills White Paper and Implementation Plan, and local implementation of the 14-19 Strategic Plan / curriculum development
- *"The Big Plan"*, Hartlepool Children & Young People's Plan 2006-09
- Publication of the Joint Area Review (JAR) Inspection Report, in March 2007
- Publication of the Youth Offending Service (YOS) and Enhanced Youth Service inspection reports, early 2007
- The raising aspirations agenda and regional ASPIRE campaign
- A Scrutiny process by Hartlepool Borough Council's elected members into Youth Unemployment
- Workforce remodelling in Children's Services and the introduction of national occupational standards
- Leitch report on Skills *"Prosperity for All in the Global Economy: World Class Skills"*, December 2006
- Local strategy on Integrated Working and Information Sharing and a local roll out of training programmes and an action learning set
- Local strategy on Extended Schools and Children's Centres
- National Service Framework for Children, Young People and Maternity Services
- Respect agenda and Action Plan
- Hartlepool Community Strategy

Future development of Connexions will be informed by local needs (described in the next page) and the evolution of the Children's Trust in Hartlepool and integrated working, with particular emphasis upon moving towards an Integrated Youth Support Service model with the Youth Service, and supporting the 14-19 education and skills agenda.

## APPENDIX TO 2.2

### NEEDS ASSESSMENT

Hartlepool is a compact and densely populated town located on the North East coast at the North Eastern end of the Tees Valley. The town is largely urban with some outlying villages covering 9,390 hectares. Hartlepool is undergoing extensive residential and commercial regenerative activity. Just over 90,000 people live in Hartlepool, of which approximately 10% are aged between 13 and 19. The total population has been declining over a long period and is forecast to decline by a further 1% by 2011.

According to the 2004 Index of Multiple Deprivation (IMD), there are high levels of social and economic disadvantage in Hartlepool; eight out of Hartlepool's seventeen wards are among the top 10% most deprived in England, with five of these wards being in the top 3%.

#### **BE HEALTHY**

**Sexual Health:** Hartlepool has a high Under 18 conception rate. Hartlepool continues to address this issue through its Teenage Pregnancy Strategy and linked services, including Connexions and the Youth Service. From the 1998 baseline of 75.6 per 1000, there has been a downward, but fluctuating trend; to 68 per 1000 in 2001 and 64.1 per 1000 in 2004. Connexions is utilising the One Stop Shop as a base for condom distribution and the hosting of the Wise up sexual health and relationship clinic, delivered by a specialist nurse practitioner.

A growing concern in recent years is a national rise in sexually transmitted infections amongst young people. Here in Hartlepool, Chlamydia and Gonorrhoea are of the most concern locally. Health Development and the TP strategy have put plans into place to address this, including the training of staff to deliver Chlamydia testing in a variety of locations used by young people across the borough, including Connexions

**Substance Misuse:** A small, but significant, number of young people are misusing drugs at a level requiring Tier 3 intervention by specialist services. It is an ongoing challenge to quantify the number of substance misusers, in particular where this has a negative impact upon participation in post 16 education, employment or training, which is the management information definition Connexions must adhere to. This will help identify those young people that require signposting to relevant substance misuse agencies as well as guidance about learning. Following changes in personnel within Connexions and Hyped, we are currently reviewing the way we work with Hyped, the local Substance Misuse Service.

**Mental Health:** Connexions Tees Valley developed an emotional well being toolkit for use by PAs, which continues to be utilised. Additionally, Connexions Hartlepool and CAMHS have collaborated to agree a direct referral pathway, allocated link workers from the respective organisations and PA delivery to young people being supported by CAMHS.

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### **STAY SAFE:**

Connexions Hartlepool is committed to providing a safe environment for young people. All staff are vetted by enhanced CRB checks and undergo Child Protection training as soon as possible after appointment. Connexions is represented on the Local Safeguarding Children Board, through the Assistant Director of Children's Services (Planning & Service Integration), and the Operational Sub-Group. All Connexions Personal Advisers and several staff from partner organisations, have been trained in the APIR assessment framework which assists in the appropriate referral of young people to enhance a safe environment and Connexions staff have been involved in local activity piloting the use of the Common Assessment Framework (CAF).

In an areas with high indices of social deprivation, Connexions Hartlepool continues to make significant efforts to be increasingly aware of the range and issues faced by vulnerable groups, such as homelessness, substance misuse, care leavers, young offenders and those with Learning Difficulties or/and Disabilities (LDDs). Connexions is continuing to strengthen its links with voluntary & community sector organisations

National consultation with young people has revealed that a significant issue in relation to staying safe is being free from bullying, and this is replicated in Hartlepool. In 2005 and 2006, Connexions has supported a range of anti-bullying initiatives; supporting individual young people; developing and delivering a range of different group sessions, including anti-bullying workshops. In this coming year, we will continue to support local initiatives and link with the local authority's Anti-Bullying Coordinator.

### **ENJOY & ACHIEVE:**

Using a range of measures, Tees Valley is an area with a long history of lower than the national average academic achievement rates. In Hartlepool, there are 6 mainstream schools of medium size, 1 special school and 1 EOTAS provider. Partners in Hartlepool are working hard to narrow the gap, with some significant successes. 2006 statistics highlight:

- The percentage of young people achieving 5+ A\*-C grades is 57.5%, compared to 36% in 2000. The gap between Hartlepool and the national average has been significantly narrowed over recent years to just 1% in 2006.
- The percentage of young people achieving 5+ A\*-C grades including English and maths has increased to 37.5%. This is well below the national average but the attainment gap is closing.
- The percentage of young people achieving 5+ A\*-G grades, at 90.7%, is now above the national average.
- The contextual value added score, based on progress made between Key Stage 2 (age 11) and Key Stage 4 (age 16), was 1,002.2 which is above the expected measure of 1,000. This means that overall, children make better than expected progress in Hartlepool schools during their five years of secondary schooling.



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- Authorised and unauthorised absence rates in Hartlepool schools have decreased from 8% in 2003 to 7.2% in 2006 and are better than national averages.
- The percentage of young people achieving at least 1 A\* - G GCSE (97.4%) is in line with the national average, and is an improvement on 2005 (95.4%). However, this still means that approximately 30 young people left schooling without any formal GCSE or equivalent qualifications.
- Boys underachievement in Key Stages 3 and 4 continues to be an issue and is being tackled by the local authority and partners as a strategic priority for improvement.

The data in the DfES School Performance Tables indicates that there are relatively high numbers of young people with learning difficulties and disabilities in Hartlepool: 43 in the community special school and 114 (9.5%) in mainstream schools with a statement of special educational needs and school action plus and 126 (10.5%) identified as having a special needs: school action. Together this represents 20% of students in mainstream schools; national average 17.1%.

Some of the above potentially impact upon the apparent lack of expectation amongst young people across the Tees Valley that they will achieve their aspirations highlighted in work carried out by the Tees Valley Joint Strategy Unit. The ASPIRE campaign seeks to be a positive influence to improve perceptions.

### **MAKE A POSITIVE CONTRIBUTION:**

Connexions Hartlepool will continue to provide opportunities for young people to play a key role as active citizens in the governance, planning and evaluation of its service and activities. Our aim is to ensure that there are an appropriate range of mechanisms and methods to ensure that a wide range of young people have an opportunity to participate in decision making and benefit from personal development opportunities including vulnerable, disadvantaged and 'at risk' young people and ensuring that there are effective strategies for involving Black & Minority Ethnic young people with disabilities and other under-represented groups.

The views of young people who use our service are a key element of our work and we have in place an array of different methods for ensuring that young people have an opportunity to influence, and comment upon, the effectiveness of provision:

- Published results from the 2003 national customer satisfaction survey in Tees Valley were positive. Connexions was associated with positive images: respondents believe that it has a lot to offer (94 per cent of respondents who had contact with Connexions agreed strongly or slightly) and that it helped them to see all the options available (88%). In general, respondents thought that Connexions had a positive impact: 65% stated that their contact with Connexions had helped them make decisions regarding their future and 48% said that Connexions had made them more confident.
- From February – October 2006, 288 *Your Views* feedback forms were obtained from young people using Connexions Hartlepool; less than 1% of respondents stated that they were unhappy with the service they had received.

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- There are a number of organisations in Hartlepool with Young People's Charter Award status: Hartlepool Action Team for Jobs; B76 Barnardo's; Belle Vue Youth & Community Centre; Connexions One Stop Shop; Hartlepool College of Further Education;; Leaving Care Team, Children's Services, . The Award is based on young people's priorities and definitions of quality, and national best practice, including *Hear By Right*. Organisations that apply are assessed by a panel of trained young people. We are now working with local partners to look at how elements of this can be integrated into the local young people's participation strategy and the emerging quality framework

### **Anti-Social Behaviour:**

In 2006, the Youth Inclusion Project (YIP) was introduced in the Dyke House and Owton areas. Joint working between key agencies involved in the local preventative strategy, including Positive Activities for Young People [PAYP] and Youth Inclusion Project [YIP] will continue to target young people at risk of anti social behaviour, with an emphasis upon tackling discrimination, social exclusion and promoting community cohesion.

### **Offending:**

The number of young people aged 13-18 supervised by the Youth Offending Service (YOS) has increased over the last 12 months or so: from 62 in the quarter Oct-Dec 2005 to 98 in Oct-Dec 2006. The Youth Justice Board (YJB) has established a 90% target for the engagement of young people who offend in education, training or employment. In 2006, the performance measurement was changed to make a distinction between pre and post 16 provision. In Oct-Dec 06, 71.4% of young people, aged 16-18 years, completing interventions with the YOS were in post 16 provision, demonstrating that there is still some room for improvement. We are in the process of reviewing the partnership agreement between Connexions and YOS, to take learning from the YOS Inspection Report and the need to have a clearer focus upon NEET reduction. Additional resources have been secured to employ a Placement Support Officer, with particular interest in young people on Intensive Supervision and Surveillance Programmes (ISSP).

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### ACHIEVE ECONOMIC WELLBEING:

<p>On 1<sup>st</sup> November of each year, Connexions Tees Valley is required to take a snapshot of the education, employment and training destination of all young people who have recently left compulsory education. Anonymised data is subsequently shared with schools and other partner agencies to inform and monitor a range of planning processes within the town.</p> <p>Whether or not young people are engaged in post 16 learning provision is seen as a major predictor of future adult unemployment, low income, teenage motherhood and poor physical and mental health. As well as the impact upon the individual; these have an implication for the economic health of the town and demand for local services.</p>	<b>Destinations of School Leavers</b>	<b>2001</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>
	Fulltime Education	62.8%	69.7%	68.1%	66.5%	73.3%	78.3%
	Work Based Learning	16.2%	10.8%	11.0%	10.7%	10.9%	5.6%
	Employment with Training*	9.1% (All employment)	5% (All employment)	4.4% (All employment)	4.1%	3.9%	2.6%
	<b>TOTAL IN EET/ LEARNING*</b>	<b>88.1%</b>	<b>85.5%</b>	<b>83.5%</b>	<b>81.3%</b>	<b>88.1%</b>	<b>86.5%</b>
	Employment: No Training				2.3% (other)	2.5%	0.5%
	NEET Available	3.8%	7.5%	8.8%	6.4%	6.6%	5.2%
	NEET Available**	3.8%	0.9%	0.3%	1.0%	1.0%	1.3%
	Moved/No response	2.2%	1.6%	0.2%	0.7%	1.8%	6.1%
	*the requirement to monitor employment with / without training introduced in 2004; therefore 'health warning' on comparing results year on year						
	**includes those young people who are ill, are family carers, or pregnant						

In 2006, of those young people entering full-time education, 42.9% went into an A Level or AS Level course; 10.3% into a Vocational A Level or Level 3 equivalent; 18.7% into GNVQ intermediate or Level 2 equivalent; 16.6% into GNVQ Foundation or Level 1 equivalent; 6.8% into GCSEs, and 4.6% into other courses including special needs<sup>1</sup>.

Of those entering training or employment in 2006, 7.1% went into Managerial / professional; .55% into Clerical; ; 2..7% into Construction; 4.5% into Engineering & Electrical; 1.7% into Motor Vehicle; 2.7% into Other Skilled Trades; 4.5% into Protective Services; 3.6% into Retail; 9.8% into Hairdressing; 1.7% into Catering; 1.7% into Health & Childcare; 4.5 into Labouring / Unskilled; and 50% into Miscellaneous / Multi-Area. Achievement of the DFES Public Service Agreement (PSA) to reduce 16-18 year old NEETs is a key performance target for Connexions.

Achievement is generally rising for post 16 learners across Hartlepool, Data from the LSC Annual Report and accounts 2005-6 shows that in 2003/4, Hartlepool had 61.0% of learners reaching a level 2 qualification by age 19 rising to 63.2% in 2004/5. However, this is below the Tees Valley average of 71.8% and 74.1%, respectively, and national average of 66.8% (2003/4) and 69.8% (2004/5)

<sup>1</sup> Connexions Tees Valley information database, extracted 2007

## APPENDIX TO 2.2

Whilst the proportion of school leavers progressing into post-16 learning has remained relatively stable, there is some fluctuation in the learning routes young people are taking. Young people entering fulltime education has increased from 62.8% in 2001 to 78.3% in 2006; this being the highest of the 12 local authority areas in the North East. Progression into work based learning and employment with training have decreased (below the Tees Valley and regional average of 6.9% and 6.1% respectively). The decrease in work based learning is significant: just 5.6% in 2006 compared to 10.9% in 2005. However, there is evidence emerging that *retention* of young people in work based learning is improving, as a consequence of falling numbers. Nonetheless, this decrease represents a significant shift as Hartlepool has, over many years, had one of the highest rates of school leaver progression into government supported work based learning in the country. The national roll out of Education Maintenance Allowance may be beginning to have an impact upon post compulsory education and work based learning in Hartlepool. This will be monitored throughout 2007 and 2008.

The proportion of Hartlepool school leavers becoming NEET in 2006 - 6.5% - is below the Tees Valley and regional average of 7.2% and 8.4% respectively and reflects a downward trend in recent years. However, the proportion who are 'NEET not available' -1.3% - is slightly higher than the Tees Valley and regional average, both at 0.9%. This is largely accounted for by pregnancy and teenage parents (71%) and custodial sentences (18%).

With regard to the 16-18 year old population, there has been a slight decrease in the proportions in learning in Hartlepool, from 75.5% in 2005 to 74.1% in 2006. This figure is slightly below the figures for the Tees Valley (74.4%) and England (75.1), but above the regional average of 73.8%. The CCLIS Management Information return shows that the proportion of young people aged 16-18 from Black and Minority Ethnic backgrounds participating in education, employment or training is 80.8%, compared to 86.5% for white young people.

NEET reduction targets in Hartlepool have proved difficult to achieve in 2006. This has not been helped by a decrease in capacity with the loss of two relatively large Projects specifically focused upon NEET reduction: the *Hartlepool 100* project and the ESF *Kick Start* Project; as well as the rollout of EMA to work based learning. There is emerging anecdotal and statistical evidence highlighting its negative impact, in this sector. For the first time in several years, there has been an increase in the proportion of young people, aged 16- 18 years, who are NEET in Hartlepool; 11.1% against a target of 8.7%.

However, given the downward trend in school leavers becoming NEET (described above), NEET is clearly not a school leaver issue. In 2006, 6.7% of 16 year olds were NEET; 10.5% of 17 years olds; and 11.4% of 18 year olds. Analysis of the previous destinations of the various cohorts of NEETs will inform local responses. Another issue of note for Hartlepool is that of those young people who are NEET, a quarter are 'NEET unavailable'; in other words, unable to work due to pregnancy and teenage parenting (70%) or illness (22%).

Hartlepool is not alone. NEET targets in other areas have proved similarly difficult to achieve. In 2006, the national Connexions NEET target (excluding PDOs as NEETs) of 6.9% has not been achieved; actual 7.1%. Connexions Tees Valley achieved 10.3% against a target of 9.5%. None of the Connexion partnerships in the Northern region achieved their 2006 NEET targets.

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A 50% decrease in NEETs will need to be achieved over the next few years to achieve Hartlepool's indicative target of 7.6% NEET in 2010. This will require substantial effort from all partners. Connexions Hartlepool is reviewing its NEET strategy, to include:

- Expanding capacity to deal with disengaged/disengaging young people at post 16 by recruiting more Personal Advisers
- Best practice in advocacy, brokerage and IAG to young people underpinned by a 'what works' approach
- Expanding capacity by also strengthening local partnerships and commissioning arrangements, including with those agencies within the developing Integrated Youth Support Service framework
- Participation in a new ESF *Connect to Work* Project through a collaboration with the council's Economic Development Department
- Continued delivery of the NEET Toolkit, agreed with the Learning and Skills Council and 14-19 Strategic Partnership
- Greater forensic use of MI data to inform the way in which we respond to the various cohorts of young people within the NEET category, in both a proactive and reactive way; and creating opportunities to influence service provision at a strategic level
- We will continue to work with schools to ensure that young people receive good quality IAG and the support they need to make the right choices for them and remain in learning

We will also be informed by the new national NEET strategy, when published.

**CONCLUSIONS:** The needs analysis indicates that the key areas for priority attention for Connexions and targeted youth support services continue to be:

- Raising aspirations and removing barriers to participation
- Young people aged 13 – 16 currently underachieving or disengaged from education;
- Young people at the key points of transition (especially at 14+, 16+, 17+ and 18+);
- Young people at risk of social exclusion, especially from vulnerable groups such as:
  - Young People in Care and Care Leavers;
  - Teenage pregnancy and teenage parents; and
  - Young people with learning difficulties and/or disabilities;
  - Black and Minority Ethnic Groups;
- Maintain strong performance in tracking the destinations of 16 -18 year olds
- Support schools and colleges in their development of careers education and work based learning programmes

## APPENDIX TO 2.2

### KEY PERFORMANCE TARGETS

#### NEETS:

The key performance indicator for Connexions delivery is a reduction in the proportion of young people aged 16-18 who are NEET. The DfES have a PSA to achieve a 2 percentage point's national reduction in NEET by 2010 and local supporting targets are integrated within the Every Child Matters Outcomes Framework, under 'Achieve Economic Well Being'.

In 2006, NEET performance targets were measured by DfES at a Connexions Tees Valley Partnership level; local targets were established by the partnership Board to support local performance management. Against a baseline of 10.9% across the Tees Valley and 9.8% in Hartlepool (2004), Connexions Tees Valley and Hartlepool achieved the 2005 targets (Tees Valley target 10.2%; Actual 10.2%; Hartlepool target 9.2% (Actual 8.5%); but failed to achieve the 2006 targets: Tees Valley target: 9.5%; Actual 10.3%; Hartlepool Target 8.7%; Actual 11.1%. *We are still awaiting information on performance over a 3 month average.*

From April 2007, there are changes in the way that NEET performance is measured, as responsibility transfers to local authorities via the Local Area Agreement. The most significant being that those young people engaged on accredited personal / social development opportunities will now be included within the NEET population; calculations will be based upon young people who learn in the area, rather than residency; and performance target will be measured against a 3 month average from Nov – Jan, inclusive.

	2004	2005	End 2006 (Target)	End 2006 – Actual	LAA Target – End 2007	Provisional Target -2010
<b>16-18 year old NEETs</b>	<b>9.8%</b>	9.2%	8.7%	11.1%	8.9%	7.6%
<b>16-18 year old Not Knowns</b>	<b>20.7</b>	4.8%	8.2%	5.7%	8.4%	7.1%

#### 'Not Knowns':

Effective tracking of the 16-18 year old cohort is an essential element of the NEET strategy. During 2006, the target was to have no more than 8.2% with a Not Known destination; end of 2006, the local figure was 5.7%, demonstrating that we have an effective strategy in place.

In addition to NEET and Not Known targets; Connexions is also expected to contribute towards the achievement of a number of cross-cutting governmental performance targets. On the next few pages are copies of national targets, in a standardised template, that relate to the Tees Valley and will allow for some comparisons across the localities.

## APPENDIX TO 2.2

### PLANNING TABLES 2007/08

#### Reduction in the proportion of 16 – 18 year olds NEET

		November 2005 Actual	Nov 2006 target	Nov 2006 Actual	End 2007 Target
16-18 year olds in employment, education and training (EET)		3248		3033	
16 – 18 year olds NEET		3034		378	
EET + NEET + not known		37314		3033+378+	
Percentage NEET	NEET EET + NEET- not known	DfES adjustment 8.5%	8.7%	11.1%	8.9%

#### 2006-2010 NEET target trajectory

16-18 year old NEETS	Baseline average NEET % Nov 04-Jan 05	Provisional NEET target for 2010	Proportionate size of NEET reduction 2004-2010	Reduction actual number of young people NEET 2004-2010 (with same cohort size)	2006 Connexions Target	2007 (LAA Target)	2008	2009	2010
Hartlepool	10.4%	7.6%	-27%	107	8.7%	8.9%	8.4%	8.0%	7.6%

#### 16-18 year olds recorded as 'situation not known'

	2006/07 Target	2006-07 Actual (Nov 06)	2007-08 Target
16 – 18 year olds recorded as 'situation not known'		214	
Total 16-18 cohort		3644	
% 16 – 18 year olds recorded as 'situation not known'	82%	5.8%	84%

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<b>LOCAL TARGET</b>	Nov 2004 (actual)	Nov 2005 (target)	Nov 2006 target	Nov 2006 Actual	Nov 2007 Target
Target group – SCHOOLLEAVERS in EET	7985	7650			
Total target group	9714	9159			
% of target group in EET	82.2%	83.5%	87%	86.5%	87%

### CROSS GOVERNMENT TARGETS

#### LEA Education Development Plan Targets

The % of pupils obtaining 5 or more GCSEs at grades A* - C (or equivalent)	Academic year			2006 target (results in brackets)	2007 Target
	2003 results	2004 target (2004 revised result in bracket)	2005 target (2005 results in brackets)		
Hartlepool	45.7%	48.0% (48.6%)	51.0% (51.8%)	55% (57.5%)	61%

Percentage of half days missed (all absence) by pupils in maintained secondary schools	2003 result	2004 target (result in bracket)	2005 target (result in brackets)	2006 Target (result in brackets)	2007 Target	2008 target reduce by 8% compared to 2003
Hartlepool	8.36%	8.2% (8.07%)	6.9% (7.26%)	7.5% (6.3%)	6%	

#### LSC targets

	2003/04	2004/05	% Change from 03/04 to 04/05	2005/06
Increase in the number of 19 yr olds achieving a qualification equivalent to NVQ level 2 by 3 percentage points between 2004-2006 & Increase the proportion of young people with a level 3	512 39.4%	515 40.4%	2.5%	
Increase the proportion completing apprenticeships by three quarters 2003-2008	Advanced: 28 (30.4%) App 86 (31.3%) Both 114 (31.1%)	Advanced 43 (52.4%) App 127 (41.1%) Both 170 (43.5%)	1619	Advanced 60 (63.2%) App 181 (53.9%) Both 241 (55.9%)
Increase the number of 16- 18 year olds participating in education & work based training	FE – Learner nos 2,498 WBL – Av in learning 454 E2E starts (all ages) 470 Schools learner 259	FE – Learner nos 2,522 WBL – Av in learning 465 E2E starts, all ages 509 Schools learner 273		FE – Learner 2,349 WBL – Av learning 504 E2E starts, all ages 466 Schools learner 248



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### Under 18 conception rate / 1000

	1998 baseline	2002 Actual	2003 Actual	2004	2010 target (published 2012)
Hartlepool	75.6 / 1000	55.9 / 1000	68.7 / 1000	64.1 / 1000	35.3 / 1000

### Proportion of teenage parents in employment, education and training

	December 2005	November 2006 - Actual	2010 target
16-19 year old mothers in EET	8	20	
16-19 year old mothers in area	47	119	
% of 16-19 year old mothers in EET	17%	16.8%	60%

### \*Proportion of 19 year old care leavers in employment, education and training

	Care leavers Dec 2005	All 19 yr olds Dec 2005	Target 2006/07	2006/07 Care Leavers Actual
19 year olds in EET	2	957		0
19 year olds in area	4	1358		5
% of 19 year olds in EET	50%	70.4%	75%	0%

### Proportion of 16-19 yr olds with LDD in employment, education and training

	December 2005	November 2006 Actual	Target 2006/07 (tbc)
16-19 yr olds with LDD in employment, education and training	149	119	
16-19 yr olds with LDD in area	190	167	
% of 16-19 yr olds with LDD in EET	78%	71.3%	

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### \*Proportion of young offenders, supervised by YOTs, in education, training and employment

	Sept 2003 data reported at Dec 2003	Sept 2004 data reported at Dec 2004	Sept 2005 data Reported at Dec 2005	% of young offenders, completing an intervention, in post 16 provision, Oct-Dec 2006	March 2008 target
Young offenders, supervised by YOTs, in area	205	295			
Young offenders, supervised by YOTs, in EET	146	218			
% of young offenders in EET	71.2%	73.9%	73.7%	71.4%	90%

### Substance misuse

See Be Healthy objective

Reduce the harm caused by illegal drugs including substantially increasing the number of drug misusing offenders entering treatment through the criminal justice system	April - Dec 03 Actual	2004-05 actual	Nov 2006 actual
Number of young people known to Connexions to have a substance misuse problem	20	33	1
Number of young people, with a substance misuse problem, referred to specialist support	1	0	1

## APPENDIX TO 2.2

### SELF ASSESSMENT

In addition to performance targets, Connexions activity in 2007-08 is also informed by the outcome of the annual self-assessment process. This involves gathering feedback from our key stakeholders: staff, young people and our partners. Feedback collected is backed up by objective evidence to ensure that the process has validity.

Self-assessment allows us to identify areas where our performance is strong and those areas requiring improvement. The latter will, collectively, form a local Improvement Action Plan, which is embedded within this Local Delivery Plan.

In this year of transition, it is essential to safeguard the delivery and quality of services. Connexions Tees Valley utilised ExcelSior Connexions software to facilitate scrutiny in a range of areas. Connexions Hartlepool is fully committed to the process of continuous improvement, learning through self-assessment and professional development for staff. We will therefore consider how we best achieve this ready for the next self-assessment exercise in winter '07-08.

A summary of the findings from self-assessment 2006-07:

AREAS OF STRENGTH	AREAS FOR IMPROVEMENT
<ul style="list-style-type: none"><li>• Participation of young people in setting their objectives and influencing service provision</li><li>• Impartial service</li><li>• NEET and Not Known reduction strategies</li><li>• External stakeholder consultation</li><li>• High standard of marketing materials</li></ul>	<ul style="list-style-type: none"><li>• Core System and case Recording</li><li>• Capturing Information from partners</li><li>• Innovative way of managing 'cannot be contacted'</li><li>• Review allocation of PA time to partner organisations</li><li>• Extend range of young people involved in consultation activities</li></ul>

## APPENDIX TO 2.2

### SUMMARY OF OBJECTIVES – 2007- 2008

- To support the engagement of young people in post 16 education, employment and training provision
- To improve education, employment and training outcomes for vulnerable young people
- To contribute to the achievement of the Every Child Matters outcomes for local children and young people

We will achieve this through:

- The provision of universal services for all young people and additional services targeted at vulnerable young people
- The provision of impartial high quality information, advice and guidance to encourage and support young people to enter and remain in education, training and employment
- Strengthening joint working arrangements with providers of education, employment and training for young people and with statutory and voluntary youth support services
- Supporting young people to have a healthy lifestyle, including the best possible mental, emotional and sexual health
- Contributing to the protection of young people and with the support of other key partners, help safeguard them from harm
- Supporting young people to enjoy their teenage years and achieve their aspirations
- Supporting all young people to engage in law abiding and positive behaviour and in decision making to support their local community
- Integration into Children's Services, without compromising service delivery and quality
- A commitment to continuous learning and improvement, at a service and individual worker level

## APPENDIX TO 2.2

### CONNEXIONS SUPPORTS YOUNG PEOPLE TO HAVE A HEALTHY LIFESTYLE, INCLUDING THE BEST POSSIBLE PHYSICAL, MENTAL, EMOTIONAL AND SEXUAL HEALTH

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
1	Support for young people to have a healthy lifestyle	1.1	Young people supported to access appropriate and high quality health-related information, advice and guidance	Comprehensive range of health related information in a variety of formats available in the One Stop Shop and other Access Points, and on the website		Ongoing	Children's Services
				All PAs trained in health related issues, including: Substance misuse, sexual health and contraception and mental health	100% current delivery staff achieved  All new staff to receive appropriate training	Ongoing  Ongoing	Children's Services
		1.2	Further development of strategic and operational planning with local drug services, Primary Care Trust, Teenage Pregnancy Support Service and Child and Adolescent Mental Health Services (CAMHS)	Appropriate linkages established with relevant partners to support signposting/ brokerage activities by PAs; operational practice to reflect partnership agreements and ethos	Reductions in U18 conception rates and signposting of young people with substance misuse issues to appropriate agencies	Ongoing	Children's Services
		1.3	Young people supported to access / signposted to high quality leisure and sporting activities	Participation in the Children and Young People's Strategic Partnership (CYPSP) forum  Appropriate linkages maintained; capacity of partners to deliver activities enhanced through activities such as PAPP programme		100% of meetings  Ongoing	Tbc  Connexions

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		1.4	Delivery of condom distribution and Chlamydia testing services in the One Stop Shop	<p>Development of local Publicising Positive Activities strategy, which meets requirements of Education &amp; Inspection Act 2006</p> <p>Sufficient numbers of staff trained</p> <p>Promoting the availability of services to young people</p>		<p>From Jan 07</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Children's Services</p> <p>Children's Services</p> <p>Children's Services / Connexions</p>
2	<b>To support the Teenage Pregnancy Strategy (TPS) in reducing U18 conception rates</b>	2.1	Further development of strategic and operational contributions to Teenage Pregnancy Strategy (TPS)	<p>Senior management participation in TPS</p> <p>Working in partnership with the range of agencies delivering services and support to pregnant young women and teenage parents</p>	<p>15% reduction in U18 conceptions by 2004 and 55% by 2010</p> <p>60% of 16-19 year old mothers to be in EET provision by 2010</p>	<p>2010</p> <p>2010</p>	<p>Locality Manager/ TPS Coordinator</p>
		2.2	Operational protocols reviewed relating to collaborative working with Teenage Pregnancy Support Service (TPSS)	Continued deployment of Teenage Pregnancy Support Service Advisers		Ongoing	TPS Coordinator
		2.3	Improve Information Sharing between Connexions and Teenage Pregnancy Support Service, to support MI Requirements	Scheduled 'case management' meetings attended by Connexions PA and TPSS worker		No less than bi-monthly	TPSS worker / Link PA
		2.4	Direct delivery of PA support to expectant mothers and teenage parents	Working practises reflective of partnership agreement and ethos		Ongoing	

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		2.5	Delivery of 'Wise Up' sexual health and contraception clinic in the One Stop Shop	Wise Up clinic actively promoted by Connexions and the Primary Care Trust's Health Promotion Service		Weekly	
3	<b>To further develop partnership working with Young People's Substance Misuse Services</b>	3.1	Further development of strategic and operational contributions to the Young People's Substance Misuse Strategy	Continued attendance at Safer Hartlepool Young People's group  Minutes received from the DAT JCG's meetings	100% of young people with an identified drug problem referred to an appropriate specialist service	Ongoing	Connexions / DAT Coordinator
		3.2	Development of collaborative working with HYPED Young People's Substance Misuse Team	Memorandum of understanding reviewed and adjusted	100% of young people with substance misuse issues offered appropriate support to engage in education, employment and training	April 2007	Locality Manager / HYPED
		3.3	Improved awareness of issues relating to substance misuse for young people amongst PA teams	Substance Misuse training delivered to all those staff who have not previously undertaken it in previous 12 month period	100% of new PA staff	Ongoing	Children's Services
4	<b>To further develop partnership working with organisations working with young people experiencing mental health issues</b>	4.1	Joint working arrangements with CAMHS consolidated	Scheduled referral & case meetings		Bi-monthly	Link PA / CAMHS nominated link
		4.2	PAs upskilled to improve delivery of services to young people experiencing mental health problems	Continued delivery of training on Mental Health issues for young people  Appropriate referrals to specialist services	Basic Awareness for all PAs; Enhanced training for some	Ongoing  Ongoing	Children's Services  Connexions PAs Connexions

## APPENDIX TO 2.2

### Section Two: STAY SAFE

#### CONNEXIONS CONTRIBUTES TO THE PROTECTION OF YOUNG PEOPLE AND WITH THE SUPPORT OF OTHER KEY PARTNERS, HELPS SAFEGUARD THEM FROM HARM

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
5	<b>Connexions to contribute to the protection of all young people, including the most vulnerable and with the support of other key partners, help safeguard them from harm</b>	5.1	Representation and contribution to the Local Safeguarding Children Board	Representation in the Board meetings and participation its sub-groups. Support for local activities	Connexions representation at 100% of LSCB meetings	March 2008  Ongoing	Children's Services  Connexions
		5.2	Relevant information about young people is effectively shared between Connexions and all relevant agencies	Adherence to Data Protection legislation Rollout of the ISA framework, with appropriate information sharing within legislation and guidance		Ongoing 2008	Connexions IWIS Programme Board
		5.3	Adherence to Hartlepool Local Safeguarding Children's Board Child (LSCB) Protection Procedures	All PAs to participate in Child Protection training	100% PA attendance	Ongoing	Children's Services/ HMT
				Designated Child Protection workers identified within the local Service	2 HMT members to continue in the role		HMT
				Prompt child protection referrals in line with LSCB procedures	Designated CP workers to review all referrals to ensure adherence to policies and timescales	Within 1 working day of referral	HMT
				All delivery staff are Enhanced CRB checked and given appropriate	100% of delivery staff	Ongoing	Children's Services



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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		5.4	PAs engaging and working with vulnerable groups of young people: homeless; substance misusers; self-harmers; looked after young people and care leavers; and young offenders	<p>induction, before one to one delivery with young people commences</p> <p>Strategic links embedded and reflected in operational practices</p> <p>Continued participation in strategic and operational planning groups</p>		<p>Ongoing</p> <p>Ongoing</p>	<p>Connexions</p> <p>HMT</p>
		5.5	Ensure young people from Black and ethnic minority communities, travellers, asylum seekers and refugees have opportunities to gain full access to services and the needs of all young people growing up in an increasingly diverse society are met	Effective use of data including incident reporting, to establish and effectively implement local working arrangements	<p>Analysis of incident data reported to Equality &amp; Diversity Working Group and used to inform future practice</p> <p>Identification and analysis of positive interventions in relation to BME issues</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>Connexions</p> <p>Connexions</p>
		5.6	Participation in local Crime & Disorder and Prevention initiatives and planning groups, including the multi-agency Hartlepool Interventions Project (HIP)/ Youth Inclusion Support Panel, the Youth Inclusion Programme (YIP) and the Safer Hartlepool Young People's Group	<p>Attendance at meetings;</p> <p>PAs ability to signpost some young people via the Panel. For some young people, access to Connexions is supported by the Panel process</p>	<p>Connexions contribution to the local Preventative Strategy is explicit and understood by all</p>	<p>Ongoing</p> <p>Ongoing</p>	<p>HMT / Pas</p> <p>HMT</p>
		5.7	Participation in, and support for local anti-bullying initiatives / strategies / policies	<p>Young people able to access appropriate support</p> <p>Linkage with Children's</p>			

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
				Service Anti-Bullying Coordinator			
6	To make effective use of the new Common Assessment Framework	6.1	The new <i>Common Assessment Framework</i> (CAF) is embedded within local practice	The new framework is introduced within reasonable timescales	All PAs to be trained in the new framework within agreed timescales	To be confirmed	Children's Services
7	Connexions Hartlepool has an effective approach to Health & Safety	7.1	Health and Safety mechanisms designed to minimise risk to young people embedded within local practice	<p>Adherence to council Health and Safety policies and procedures by all staff and by young people</p> <p>Robust generic health and safety risk assessments for all types of activity with young people</p> <p>EVC training for key members of staff</p>	<p>All staff inducted to HBC H&amp;S policies and procedures</p> <p>All young people advised of their own responsibilities relating to H &amp; S, particularly during activities</p> <p>Risk assessments for all bespoke activities completed within required timescales prior to commencement</p> <p>To have Delivery partners confirm their ability to conform to H &amp; S requirements</p> <p>100% of HMT</p>	<p>April 2007</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Children's Services / Connexions</p> <p>Children's Services / PAs / HMT</p> <p>Connexions / Delivery partners</p> <p>Children's Services / Connexions</p>

## APPENDIX TO 2.2

### Section Three: ENJOY AND ACHIEVE

#### CONNEXIONS SUPPORTS YOUNG PEOPLE TO ENJOY THEIR TEENAGE YEARS AND ACHIEVE THEIR ASPIRATIONS

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
8	<b>Contribute to improving attainment and behaviour amongst young people and reducing truancy and exclusions</b>	8.1	Further development of partnership activity with the Education Welfare Service aimed at reducing truancy and promoting inclusion	Agreement reviewed and revisions incorporated into local practice	Children's Services : 94% attendance target 2007	Summer 2007	Children's Services / Connexions
		8.2	Improvement activities implemented relating to PA deployment and support to young people via extended schools	Identification of opportunities to deliver via Children's Centres & extended schools strategy  Review of existing deployment	Young people are able to access Connexions via extended schools provision	Ongoing	Connexions /
		8.3	Positive PA / Young people relationships support commitment of young people to their education and maximise achievement	Opportunities to access universal and targeted Connexions services offered to young people	All young people	Ongoing	All
9	<b>To provide access to universal services for all young people aged 13 to 16 in school settings</b>	9.1	Partnership Agreements with Schools reviewed and re-negotiated to reflect developing practice in 07/08	Review all Agreements  Amendments to reflect the outcomes of the reviewing process  Strategic Partnership Agreements underpinned by operational Annual Intervention Plans	100% Schools	September 2007	HMT/ Senior Management Team in School  HMT/ Lead PAs
		9.2	Connexions input explicit across Y8 – Y11, with evidence of diversity and progression	All Y11 pupils to have access to Careers Advice and Guidance via group interventions	100% of Y11 student needs assessed via 'Getting Connected' and 'Pupils Needs Analysis'	Ongoing	Lead PAs/ Connexions Coordinator

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		9.3	Accountability and reporting mechanisms in place	<p>1 to 1 interviews / drop-in provision available for individual students in School</p> <p>Mechanisms to increase the delivery of progression information to Y9 students strengthened with schools</p> <p>Reports summarising Connexions delivery in Schools</p> <p>Audit tool developed and implemented across Connexions Tees Valley to evidence Connexions' resource contribution</p>	<p>Bi-annual Reviews</p> <p>3 per annum per school</p>	<p>July 2007</p> <p>Termly</p>	<p>Connexions/ Schools</p> <p>Connexions</p>
		9.4	Effective promotion of Connexions activity to young people, parents/carers and staff	<p>Designated Connexions display area updated termly</p> <p>Opportunities identified by PAs and school and facilitated by both parties</p>		Ongoing	Connexions/ Head Teachers
10	To provide additional services targeted at young people in school settings with needs unlikely to be met through the universal service	10.1	Provide additional support via targeted individual or group work for those young people within T1 & T2, and/or signposting	<p>Use of Getting Connected and Pupil Needs Analysis</p> <p>Use of APIR framework and action plan (where required) with the student</p> <p>Multi-agency intervention or specialist services secured where assessment indicates appropriate level of need</p>	100% T1 pupils to have an APIR profile and an action plan (or an equivalent) in place	Ongoing	Connexions / Schools / Partner Agencies

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		10.2	Further development of joint working arrangements with partner agency staff working in schools and schoolbased initiatives	Mapping and supporting school based and external agencies' service provision and initiatives  Clarity of roles with EWOs, Learning Mentors and School Nurses		September 2007	Connexions/ Partner Agencies
		10.3	Compliance with statutory requirements under s140 LSA to provide coordinated support for young people with Learning Difficulties and Disabilities (LDD)	Provision of lists of all students with SEN from Y9-Y 11  Contribution to s140 assessment and action planning  PA input identified from within each PA team to support progression	Contribution to all s140 assessments  100% attendance at 14+ reviews	End 2007 (annually thereafter)  Ongoing	Children's Services  Link PAs
		10.4	Work alongside the 'Goalz' project an ESF Co Financed Project	PA participation in the identification and support of targeted young people		Ongoing	PAs
11	<b>Support schools to develop CEG and greater personalisation of the curriculum to engage all young people</b>	11.1	Integration of mechanisms to support schools to develop CEG provision, into Children's Services Department	PAs to identify Schools requiring additional support in developing CEG curriculum  CEG development embedded within a broader 'Challenge & Support' function of HBC, which includes information resources and training for school staff		Ongoing  April 2007	Lead PA/ CEG Curriculum Adviser  Children's Services

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
12	<b>Support young people to access personal development opportunities</b>	12.1	Young people able to access a range of personal and social developmental opportunities	<p>Collaborative working embedded within a strategic and operational level within the local service</p> <p>Information on activities provided by statutory and voluntary youth services disseminated to young people via PAs</p>		Ongoing	Connexions
13	<b>Support One Stop Shops, schools and colleges to develop modern and informative libraries which include careers information resources</b>	13.1 13.2 13.3	Provide a comprehensive range of 'Learning', 'Leisure' and 'Life' information in a variety of formats Raise the profile of the website as available CEG resource Provide advice and financial support to schools and colleges to enable them to offer a comprehensive range of education and careers information	Nominated staff appropriately supported within OSS Training to develop staff and partner's web knowledge and competencies	3 staff / locality	Ongoing March 2008	HMT / PAs Children's Services / 14-19 Strategy Board

## APPENDIX TO 2.2

### Section Four: MAKE A POSITIVE CONTRIBUTION

#### CONNEXIONS SUPPORTS ALL YOUNG PEOPLE TO ENGAGE IN LAW ABIDING AND POSITIVE BEHAVIOURS AND IN DECISION MAKING TO SUPPORT THEIR LOCAL COMMUNITY

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
14	<b>Further develop opportunities for young people to be influential in the design, delivery, evaluation and continuous improvement of Connexions</b>	14.1	New methods for local young people to influence service design and delivery identified and embedded within local structures with Hartlepool's Participation Strategy	System developed with young people  Model disseminated to enable wider participation	Regular youth participation group maintained	March 2008	Link PA/ HMT
		14.2	Systematic feedback of young people's views on service delivery collected	Strengthen procedures for "Your Views"			Connexions
		14.3	Continued participation by young people in staff recruitment and selection processes	Accreditation of 'Job Wise' programme  Young people receive appropriate training	Young people involved in selection of all PAs and operational staff	September 2007	HMT  Connexions
		14.4	Continued involvement of young people in the Self-Assessment process	Young people's feedback report produced and linked with Improvement Activities		March 2008	Connexions
		14.5	Further development of the 'Rewards and Incentives' framework for young people's involvement; vouchers for involvement in recruitment and selection	Ongoing evaluation of rewards by young people		March 2008	Children's Services
15	<b>Further development of mechanisms to encourage and assist young people's</b>	15.1	Support personal development opportunities available or local young people's participation	Young people's support needs identified. Areas of support (training, briefing transport etc) developed and responsibilities	Remit of local participation groups clearly defined with appropriate support mechanism	Ongoing	Connexions

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
	<b>engagement and participation</b>			defined and communicated	developed		
		15.2	Take learning from the Connexions Youth Charter Awards developed by young people	Support Plan developed locally		April 2006	HMT / Lead PAs
		15.3	Ensure young people's involvement is representative of a range of diverse backgrounds	Exploration with key stakeholders		March 2008	Children's Services
				Further work developed to encourage wide participation and work with partners to consult with and involve vulnerable or isolated young people in feedback.		Ongoing	HMT
<b>16</b>	<b>Capacity Building for young people's participation within Connexions strategy and other local forums</b>	16.1	Widened engagement with Young People's Groups and other agencies / initiatives developing youth participation	Local youth participation groups aware of Connexions principles and able to contribute to service planning, delivery and evaluation	Progress made to quality standards for involving young people	March 2008	HMT / Link Pas
		16.2	To support the development of standards and shared values amongst for active involvement with key statutory and voluntary youth services	Participation in local participation forums and support for the developing town wide strategy		March 2008	Children's Services
		16.3	Support young people to have a voice and influence in the emerging Children's Trust	Exploration of using Young Peoples Charter Award			
				Local user groups to contribute to CYY Plan consultation		February 2006	Children's Services
<b>17</b>	<b>Continue to develop diversionary activities for</b>	17.1	Further development of PAYP activity programmes informed by young people's feedback and participation	Feedback questionnaires for all activities	100% activities evaluated	Ongoing	Connexions / Partners



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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
	<b>vulnerable young people via the Positive Activities for Young People (PAYP) programme</b>	17.2	Delivery of a wide variety of activities to engage and motivate targeted young people during school holiday periods	Wider consultation with young users, through evaluation  APIR completed on targeted young people ]		Ongoing to March 2008	PAYP team and partners  PAYP team
		17.3	Provision of more intensive PA support to young people 'at risk'	Robust referral and tracking systems, Health and Safety Assessments, parental consent forms obtained.  SLA letters of contracts  Engagement with young people  Delivery of one to one support during term time	H & S assessments completed prior to activity within required timescales     100% meetings	Ongoing	PAYP team     Children's Services
		17.4	Consolidate PAYP linkages to other services delivering the Preventative agenda, including the Youth Inclusion Programme (YIP)	Closer working with Pas delivering NEET reduction work  Consolidate operational linkages to Hartlepool Interventions Panel/ Youth Inclusion Support Panel  Contribution to improved behaviour, reduction in crime, anti-social behaviour and truancy	<i>Targets to be confirmed by Safer Hartlepool Partnership</i>  100% attendance	Ongoing	PAYP team  Connexions
				Connexions representatives to attend FSP/YISP		Ongoing	
		17.5	Support the development and delivery of	Confirmation of YJB		March 2008	HMT
							Connexions /

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
			the YJB funded Y.I.P. Programme	funding			YOS
18	<b>Consolidate work with YOS, the Police and other local partners in initiatives to promote law abiding and positive behaviour and in reducing youth offending</b>	18.1	Consolidation of the integration of Connexions activity into local preventative services	<p>Linkages between PAYP and local preventative services explicit and understood by all</p> <p>Support the developing YIP programme</p>		<p>Ongoing</p> <p>March 2008</p>	HMT
19	<b>Support young people to improve their range of achievements via volunteering activity</b>	19.1	Young people supported to access appropriate voluntary opportunities	<p>Effective signposting to Millennium Volunteers and other deliverers</p> <p>Review Partnership Agreement with Millennium Volunteers; operational practices to reflect partnership agreement</p> <p>Publicising Positive Activities as per requirements of the Education and Inspection Act 2006</p>	<p>None established</p> <p>Operational practice to reflect ethos of partnership working</p>	<p>March 2008</p> <p>September 2007</p>	<p>Connexions</p> <p>Millennium Volunteers (MV)/ Connexions</p> <p>Children's Services</p>

## APPENDIX TO 2.2

### Section Five: ACHIEVE ECONOMIC WELL-BEING

#### CONNEXIONS PROVIDES IMPARTIAL HIGH QUALITY INFORMATION, ADVICE AND GUIDANCE TO ENCOURAGE AND SUPPORT YOUNG PEOPLE TO ENTER AND REMAIN IN EDUCATION, EMPLOYMENT AND TRAINING

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
20	<b>Ensure effective progressions for Y11 pupils into post 16 education, employment or training (EET)</b>	20.1	Impartial Information, Advice and Guidance (IAG) to support successful progression to post 16 provision delivered to Y11 pupils via group and individual interventions	Utilise Getting Connected and Pupil Needs Analysis information  Delivery of information on financial support, such as EMA and Care To Learn	100% Y11 offered opportunity to access	Ongoing	Link PAs
		20.2	Delivery of progression information to Y9 to enhance their career exploration skills	Positive negotiations with schools to increase delivery to Y9  Access to Y9 facilitated by schools	Achieve a delivery method which enables all Y9 students across Hartlepool access to our progression information	March 2008	14-19 Strategic Board
		20.3	Early identification of Y11 pupils at risk of disengaging from post 16 provisions and becoming NEET	Implementation of local Transition Strategy	100% of students allocated to a named PA	Ongoing Ongoing	Link PAs / Schools
		20.4	Individual vocational support offered to 'Looked After' young people, where appropriate	Link PAs provided with names of LA pupils	100% of LA students identified		Children's Services / Connexions
21	<b>In partnership with the Local Learning Partnership, promote the development of appropriate needs-</b>	21.1	Participate in local strategies to support the themes of lifelong learning	Representation on the Hartlepool Lifelong Learning Partnership meeting and collaborative working with LLP partners	100% attendance  Connexions contribution is understood by all	Bi-monthly	Children's Services

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
	<b>led learning provision and promote post 16 participation in EET provision</b>	21.2	Enhance current E2E and other work based learning provision on offer to young people	Exploration of funding opportunities to develop further provision Participation in local E2E / WBL planning groups	Connexions contribution understood by all partners	Ongoing	Children's Services / Connexions
		21.3	Participate in local strategies to support the development of the 14-19 agenda on education & skills, particularly around the provision of impartial IAG	Representation on the 14-19 Strategy Board and Operational sub-groups Chair <i>Advice &amp; Guidance</i> Task Group Support Schools in CEG improvement activities (Continue to contribute to the Aim Higher strategy)		Monthly	Connexions
						Monthly	14-19 Strategy Board / HMT
						Bi-monthly	Locality Manager
						March 2008	Children's Services
		21.4	Monitor the effectiveness of The Guarantee of Training and Extended Guarantee	Provision is planned to ensure underachieving groups of young people receive targeted support Information collated and shared with the LSC and GONE and SCYPG		Ongoing	Children's Services
						March 2008	Children's Services
<b>22</b>	<b>An effective NEET and Not Known reduction strategy</b>	22.1	Further development of the local NEET strategy	Continuous improvements to the local NEET strategy, which achieves a stronger performance PA delivery supports young people in removing their barriers to progression into EET Publication of National NEET strategy	NEET Target: 8.9% (LAA) 7.6% (indicative target) All young people registered as NEET are followed up by PAs and actively supported	End 2007 End 2010 Ongoing	Children's Services / 14-19 Strategy Board HMT / PAs Df ES

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		22.2	Increasing participation, achievement and retention levels in post 16 provision	Strengthening collaborative working  Participation and support for wider multi-agency initiatives to support post 16 EET participation, including LLP activities			HMT / PAs  Connexions / Partners
		22.3	Maintain the low numbers of 'Not Knowns'	Implementation of Improvement Activities aimed at reducing the number of young people aged 16-18 years with a 'Not Known' destination  Sharing of relevant information by local Colleges and work based learning providers, to support annual destination survey  Support from other agencies relating to the annual destination survey	NK to be no more than 8.4%	April 2007 / November 2007  October 2007  October 2007	Colleges / WBL Providers  Partner Agencies
23	<b>To provide access to universal services for all young people aged 16-19 in college settings, in order to support engagement with post-16 EET provision</b>	23.1	Partnership Agreements with Colleges reviewed and re-negotiated to reflect developing practice and ensure that young people can access Connexions	Review all Agreements  Strategic Partnership Agreements underpinned by operational Annual Intervention Plans  Operational delivery in Colleges to be well publicised to promote access	100% Colleges  All students offered an opportunity to access Connexions	September 2007  Ongoing  Ongoing	Children's Services / Colleges

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		23.2	Transitional support to students entering and leaving Colleges refined	Strengthening transitional activities to ensure operational practice supports transitions	100% students allocated to a named PA	Ongoing	Connexions / Colleges
		23.3	Support CEG delivery in colleges via group and individual interventions	Agree gaps in CEG provision which PAs can support		Ongoing	Connexions / Colleges
24	To provide additional services targeted at young people aged 16-19 in college settings with needs unlikely to be met through the universal service	24.1	Provide additional support via targeted individual or group work for those identified by PA / College at risk of disengaging from FE provision	Implementation of locality Transition Strategy by PAs	100% identified students receive a minimum of 1 PA intervention	March 2008	Lead PAs / Colleges
		24.2	Identify and support students with LDD	S140 assessments used to highlight additional support needs and transition plans updated	100% identified students offered access to a PA	Ongoing	Connexions / Colleges
25	To provide access to universal services to young people in Work Based Learning (WBL) settings, in order to support engagement with post 16 learning	25.1	Ongoing development of Partnership Agreements with WBL providers to ensure that young people are able to access Connexions	Agreements detailing roles and responsibilities reviewed Each WBL provider to have a designated PA Attendance at WBL network meetings High quality referrals forms to providers	100% WBL Providers  100% trainees allocated a named PA  100% of meetings	December 2007  Ongoing  Bi-monthly	Connexions / WBL Providers  Connexions  HMT
		25.2	Support E2E delivery and monitor the impact of EMA changes upon engagement, retention and achievement	Each E2E provider to have a designated PA Regular contact between the PA and E2E provider	100% of providers	Ongoing  Weekly	Connexions  Link PAs

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
		25.3	Support and contribute to the development of Pre-E2E programme	Chair & facilitate E2E Practitioner meetings, attended by E2E providers, LSC and Local Authority  Joint planning with HCFE  Agree gaps in CEG delivery that PAs could support	<i>To be confirmed</i>	Monthly  From January 2007	HMT  HCFE / Children's Services
		25.4	Deliver progression information to trainees via group and individual interventions	Access to trainees facilitated by WBL providers	100% trainees offered access	Ongoing	Connexions / WBL Providers
26	<b>To provide additional services targeted at young people in WBL settings with needs unlikely to be met through the universal service</b>	26.1	Provide additional support via targeted individual or group work for those identified by PA/WBL Provider at risk of disengaging, and/or signposting	Implementation of Transition Strategy by PAs	100% identified trainees receive a minimum of 1 PA intervention	March 2008	Connexions / WBL Providers / Partner Agencies
		26.2	Identify and support students with LDD	S140 assessments used to highlight additional support needs and transition plans	100% identified students receive PA intervention	Ongoing	Connexions
27	<b>Manage delivery of the Hartlepool On Track (HOT) Project</b>	27.1	Overall management and development of the HOT Project and integration into local services	Achievement of Project outputs and outcomes through provision of intensive PA support  Contribute to strategies delivering services to retain young people's engagement with formal learning, including <i>Connect To Work</i>	<i>45 yp engaged/ annum; 39 positive destinations</i>	March 2008	Children's Services

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	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
28	Contribute to the delivery of Connect ToWork Project	28.1	Young people offered opportunities to engage with Intermediate Labour Market Project to enhance employability	Suitable young people identified by PAs and signposted to the Project	30 young people on ILM (10 of which are Looked After or Care Leavers)	December 2008	Connexions
29	Contribute to the delivery of the Goalz Project	29.1	Work with Goalz staff in schools	Identification and referral of suitable young people		September 2007	Connexions
		29.2	Maintain shared working arrangements around the hosting of a Goalz post 16 employability worker	SLA agreed Identify opportunities for the worker to integrate into local activities and support local initiatives			
30	To further develop partnership working with YOS to improve EET outcomes for young people who offend	30.1	Partnership Agreement reviewed and refined to take account of national and local policy developments	Operational practices reflect partnership agreement	90% of those supervised by YOS in EET	March 2008	Connexions/YOS
		30.2	Young people supervised by YOS are offered opportunities to access Connexions provision	Signposting to Connexions for all young people at the start and end of involvement with YOS	All young people		
		30.3	Effective deployment of the Placement Officers to support work to improve EET outcomes	Review of operational protocols for the deployment of the Placement Support Officers, employed by Connexions and funded through ISSP and YJB		March 2008	
31	To further develop partnership working with Children's Services to improve EET outcomes for	31.1	Embed systems for provision of services to Children Looked After	PAs notified of forthcoming PEP meetings Connexions PAs to contribute to Personal	100% PEPs	Ongoing	Children's Services / Connexions Connexions



## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
	young people 'looked after' and care leavers (also see objective )	31.2	Operational protocols strengthened between Connexions and Leaving Care services	<p>Education Plans for young people, aged 13 and above, who enter the Looked After system, where appropriate</p> <p>Improved data sharing mechanisms established</p> <p>Connexions contribution to the preparation and implementation of the Pathway Plan established, with particular emphasis upon delivery of impartial IAG to support progression</p>	<p>All young Care Leavers aged 16 and above notified to Connexions</p> <p>Attendance at 100% Pathway Plans</p>	Ongoing	Connexions/ Children's Services
32	Improve EET outcomes for teenage mothers	32.1	Young mothers are supported to access EET provision	Collaborative working with Teenage Pregnancy Support Services and other agencies and initiatives working to support progressions, including Care2Learn	60% of teenage mothers in EET provision by 2010	2010	Connexions
33	All young people aged 13-25 with SEN are supported in accordance with the SEN Code of Practice and Section 140 of the Learning and Skills Act	33.1	Young people supported to access post 16 EET provision	<p>Information shared on all students with SEN from Y9 – Y14</p> <p>Interview, assess and action plan</p> <p>Linkages maintained with agencies delivering services to promote progression into post 16 EET provision</p>	<p>All young people requiring a s140 assessment</p> <p>Participation in the multi-agency SEN / Disability Partnership Board</p>	<p>Ongoing</p> <p>December 2007, 2008</p>	<p>Children's Services</p> <p>Connexions</p> <p>Connexions /</p>

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
34	<b>To strengthen partnership working with local employment services</b>	34.1	Explore how collaborative working can be strengthened to reduce NEETs, particularly in cohort 18+	Integrate Disability PA into local structures, within Connexions and other SEN / Disability services within Children's Services  Regular liaison with a named DEA from Job Centre Plus  Scoping meetings with JC+		June 2007	Children's Services  Connexions / Job Centre Plus
		34.2	Supporting young people's access to up to date information on vacancies	Vacancy information received from Job Centre Plus	<i>1000% vacancy notifications to be inputted onto database within 1 working day</i>	<i>To be confirmed</i>	Connexions
35	<b>To develop links with local employers</b>	35.1	Increased awareness of Connexions by employers	Improvement action plan drafted and implemented which includes collaboration with 14-19 activity and Economic Development		June 2007	Connexions

## APPENDIX TO 2.2

### QUALITY AND MANAGEMENT OF SERVICES

During 2007-08, there will be a lot of activity behind the scenes' to integrate Connexions into Children's Services and move towards a local Integrated Youth Support Service. There are a small number of transitional issues, some of which are being addressed, collectively, by the 5 local authorities in the Tees Valley (via the Disaggregation Planning Group), and others which are matters for the Hartlepool Children's Services.

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
36	<b>Compliance with Client Caseload Information System Specification (CCIS) requirements</b>	36.1	Host arrangement for CCIS secured via a SLA with Stockton Borough Council	<p>SLA sign off</p> <p>Informed approach to transitional MI and CCIS issues via exploration of issues and solutions by Information Management Operational Group (IMOG) and Technical Officers Group (TOG) to inform decision making</p> <p>ICT infrastructure in HOSS which meets needs of the system</p> <p>Local protocols for cross-border tracking established</p>		<p>March 2007</p> <p>March 2007</p> <p>From April 2007</p> <p>March 2007</p>	<p>Planning Group</p> <p>IMOG &amp; TOG</p> <p>HBC</p> <p>LMOG</p>
37	<b>The delivery of robust performance management systems</b>	37.1	Further development of the local MI strategy, including NEET and destination data, in response to CCIS MI developments and improvement agenda	<p>Improve information from partners on the tracking of young people, particularly vulnerable groups</p> <p>Draft and implement improvement action plan re "Cannot Be Contacted" young people</p>	<p>Destination and Tier information collated on 100% of 13 – 19 year olds</p>	<p>Ongoing</p> <p>June 2007</p>	<p>Connexions</p> <p>HMT</p>

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
38	The development of a well trained workforce	38.1	Further development of quality standards in professional practice and the Self-Assessment process and Improvement Activities applied to PA delivery	<p>All staff receive annual appraisal and regular one to one supervision with line manager</p> <p>Ongoing delivery of Key Steps; a framework for PA performance evaluations, including Diagnostic Observation and Review, which includes feedback from young people</p> <p>Development of a locality based Induction training programme</p> <p>Delivery of skill based training which positively impacts upon service delivery</p> <p>Adherence to HBC policies and procedures</p> <p>Further development of Improvement Activities focusing upon:</p> <ul style="list-style-type: none"> <li>• CQIS</li> <li>• Team meetings;</li> <li>• OSS activity;</li> </ul>	<p>All staff being supervised every 6 weeks</p> <p>2 Diagnostic Reviews of each PAs per annum</p> <p>80% PA interventions judged as satisfactory or better by observer and young people</p> <p>100% of PAs having, or on the way, to a Level 4 qualification</p> <p>All team members to participate</p>	<p>Ongoing</p> <p>March 2008</p> <p>March 2008</p> <p>Ongoing</p> <p>March 2008</p> <p>May 2007</p> <p>Ongoing</p>	<p>Connexions/HMT</p> <p>Connexions / HMT</p> <p>Connexions</p> <p>Children's Services</p> <p>Connexions</p> <p>Connexions</p> <p>Children's Services</p>
		38.2	Effective integration of professional development needs into broader council workforce development strategy	Development of a local training strategy			

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
39	<b>Access for all young people to services at a time, location and in a form that meets their needs</b>	39.1	Identification of new access points at sites already used by young people	Greater collaboration with the Youth Service  Involvement of young people in identifying access points	100% of young people identified as requiring interpretation services receive them	March 2008	Children's Services
		39.2	Young people able to access e-information through a Connexions branded website	Agreement reached on the approach to the website over the transitional period, possibly with other LAs		April 2007	Planning Group
		39.3	Use of interpretation and translation services for young people and carers	Staff awareness of how to access services		Ongoing	Children's Services
		39.4	Promotion of Connexions Direct	SLA between Connexions Direct and Hartlepool Borough Council  Local marketing material to include information about Connexions Direct		Ongoing  Ongoing	Children's Services
40	<b>Engagement with voluntary and community youth service partners to deliver targeted youth support services</b>	40.1	Develop closer links with other funding / commissioning processes within Children's Services, principally the Youth Service	Coherence with CS Dept processes	100% of grant allocated	From April 2007	Connexions
		40.2	Review processes for monitoring the impact and outcomes of grant funding	Achievement of SLAs and Project outputs and outcomes, and adherence with HBC procedures			Children's Services
		40.3	Development of Quality Standards for all PA delivery from those agencies being commissioned by Connexions	Standards defined and the process to support partners in their	All recipients to meet a baseline of common standards, which	March 2008	Children's Services

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
41	<b>Further development of joint working arrangements with statutory and voluntary youth support services</b>	41.1	Develop closer working with the Youth Service and collaborate to achieve key outcomes	implementation and achievement commenced  Review of Partnership Agreement  Visioning exercise by service leads and Asst Director	includes having Child Protection & Health & Safety policies  Opportunities for collaboration maximised	March 2008	Children's Services
		41.2	Joint working arrangements with those statutory agencies with whom Connexions shares national performance targets prioritised, in order to improve EET outcomes for vulnerable young people	Operational arrangements further developed / strengthened with: o Children's Services o Teenage Pregnancy & TP Support Services o Youth Offending Service o HYPED o CAMHS  Improve information from partners on the tracking of young people, particularly vulnerable groups	100% of those agencies	March 2008	Connexions / Children's Services  Children's Services
		41.3	Strengthen and refine operational arrangements with other partner organisations	Refine arrangements with: o B76 Barnado's o Millennium Volunteers	Collaborative working to promote youth participation	Ongoing	Connexions /
		41.4	Opportunities to develop new partnership relationships maximised	Participation at key strategy/operational groups within the locality	Decisions to be aligned with developing Integrated youth support services	Ongoing	Children's Services

## APPENDIX TO 2.2

	Objective		Key Results Drivers	Critical Success Factors	Targets (where applicable)	Timescales	Accountability
42	<b>Appropriate preparatory arrangements for supporting HBC's Annual Performance Assessment</b>	42.1	Ongoing regular evaluation of PA interventions	Implementation of Key Steps framework and feedback obtained from young people, including "Your Views"	All PAs to have work evaluated and a successful outcome / Your Views utilised by all PAs	Twice / year	Connexions

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## APPENDIX TO 2.2

### TRANSITION TO CHILDREN'S SERVICES

From April 2007, Connexions funding, delivery and responsibility for performance targets is transferred to Hartlepool Borough Council's Children's Services Department. By way of preparation for this, a planning group, meeting monthly, drawn from local authority representatives Connexions Tees Valley and GO:NE was established early 2006 to oversee a Transitional Plan, and a phased approach to disaggregation, transitional period during 2006-07, as part of a. A number of operational sub-groups were established to undertake more detailed planning and inform the process: Finance, Legal, Personnel, Information Management and Locality Managers.

All local authority partners and Connexions have been mindful of the need to safeguard operational delivery to young people throughout this period of significant organisational change. Line management of the local team was devolved to Children's Services in 2006-07 and the Locality Manager became a member of the Children's Services management team. The Locality Manager continued to manage provision across Hartlepool under a partnership agreement between Connexions Tees Valley and the borough council. This arrangement has facilitated planning for service delivery after disaggregation of Connexions Tees Valley and how Connexions provision will be integrated with Children's Services.

Development of Connexions in 2007-08 will be informed by the evolution of the Children's Trust in Hartlepool and integrated working, with particular emphasis upon moving towards an Integrated Youth Support Service model with the Youth Service, and supporting the 14-19 education and skills agenda.

A pragmatic approach is being adopted to integrate Connexions into other areas of activity on a needs led basis and/or when opportunities to collaborate arise. However, this is underpinned by a vision for change and a momentum is being created. A local visioning exercise by the Assistant Director, Connexions Locality Manager and Principle Youth Officer, in early April 2007 will support this process.

During 2007-08, there will be a lot of activity behind the scenes' to integrate Connexions into Children's Services and move towards a local Integrated Youth Support Service. There are a small number of transitional issues, some of which are being addressed, collectively, by the 5 local authorities in the Tees Valley (via the Disaggregation Planning Group), and others which are matters for the Hartlepool Children's Services:

- **CCIS and MI function:** this is being maintained at a sub regional level, with Stockton Borough Council as host on behalf of the 5 local authorities. This arrangement is being secured through a service level agreement.
- **Website:** Hartlepool Connexions is fully committed to ensuring that young people are able to access good quality web based information in a format which is accessible and appealing to young people. A lot of hits are generated by young people visiting the current Connexions website for employment and training vacancies across the Tees Valley (a recognisable labour market area). Therefore, in this first year of



## APPENDIX TO 2.2

transition, we are looking to secure an agreement to continue a sub regional arrangement for another 12 months or so. This would allow the local authority to make longer term plans for the provision of e-information to local young people. In the meantime, we are exploring how the Connexions website could be used to publicise positive activities for young people

- **CEG Support to schools:** Local authorities already a role to play in 'challenging and supporting' schools. We will explore how activities to support CEG curriculum development can be aligned with these functions. We will also seek feedback from schools about how they wish to utilise the small amounts of funding they individually receive to support CEG resources for example, some schools may wish to collaborate
- **Connexions Direct:** we have established contact with Connexions Direct to renegotiate a Service Level Agreement between Connexions Direct and Hartlepool Borough Council. We will undertake to publicise information about the service on our marketing material
- **Connexions Branding:** As per Action Note CX 218 which states that "organisations receiving Connexions grant funding and organisations receiving grant funding for a combined offering of information advice and guidance, and targeted youth support will be required to use the Connexions brand" (sic), Children's Services will continue to utilise the Connexions brand. It has high recognition amongst local young people.
- **Staffing Structure:** An *interim* staffing structure is published on page 51. Throughout 07/08, we will seek to expand our capacity to deliver on performance targets through partnership work and a move towards integrated services.

## APPENDIX TO 2.2

### INVOLVING YOUNG PEOPLE STRATEGY

Connexions has a strong commitment to engage young people in participating in all aspects of the service. Listening to and taking account of the views of young people in the determination, design, development and delivery of Connexions is a key principle. *Obtaining the views of young people is vital in order to provide a service based on actual rather than perceived need.* The strategy for developing young people's engagement is underpinned by the following principles

- Young people are recognised as key stakeholders of the service and are valued for the knowledge they bring
- The developmental needs of young people are assessed to enable them to fully engage in the process
- All methods of engaging young people are inclusive and open
- Pathways for involving young people in the design, delivery and evaluation of the service are clearly identifiable
- Learning takes place from existing best practice
- Appropriate resources, support and time will be deployed when involving young people
- Appropriate training and support for adults to enable them to facilitate young people's involvement
- Ensuring that young people actively involved are representative of the diversity of their communities

The strength of Connexions in engaging young people is recognised locally. During 2006-07, Connexions in Hartlepool focused attention on:

- Supporting young people's engagement locally to shape provision within Connexions in Hartlepool and shape our approach to marketing
- Creating linkages with other youth engagement processes in the town to develop *Hartlepool Young Voices*
- Training of young people to support selection and recruitment and Youth Charter Award (a number of local organisations were awarded the Youth Charter Award in 2006/07)

From April 2007, young people will no longer be able to influence service provision via a Local Management Committee structure given its dissolution. We will therefore seek to establish, with young people, alternative ways for the young people's group to influence decision making.

In 2007/08, we will continue to support local town wide developments, as well as supporting young people to shape Connexions. We aim to achieve OCN Level 1 accreditation of the *Job Wise* recruitment and selection training for young people. We will also look at how elements of the current Connexions Youth Charter Award can be integrated into the local young people's participation strategy and the emerging quality framework.

## APPENDIX TO 2.2

### QUALITY ASSURANCE STRATEGY

#### Overarching Principles

Connexions and the Children's Services Department is wholly committed to providing quality services that can identify, respond and deliver appropriately to young people's needs, based upon a continuous improvement culture. This is the major driver for our approach to individual and corporate performance management. Consultation with young people and stakeholders has helped us to understand the areas of performance which are of the greatest concern to them.

#### Vision

Connexions previously utilised a performance management system based upon the European Foundation for Quality Management [EFQM] Excellence Model principles. During 2007-8, we will consider how we best approach quality assurance within the Children's Services context, utilising a model which continues to make use of:

- user perception (e.g. obtained by *Your Views*, other survey analysis, feedback from the Young People's Forum and other representative groups, such as *Hartlepool Young Voices* forum etc);
- stakeholder perceptions (obtained by annual self-assessment survey and/or focus groups);
- evaluations at national and local level (e.g. third party canvassed surveys, measurement of impact activities, etc.);
- a programme of internal quality audits;
- Best Value related activities;
- evidence based best practice and related continuous improvement activities;
- operating to recognised national quality standards enhanced by appropriate local perspectives [e.g. Charter Mark, matrix, Investors in People; etc.]

We will continue to conduct an annual self-assessment survey, seeking views from staff, partner agencies and young people. We will also aspire to meet any future standards for Information, Advice and Guidance (currently published for consultation).

In 2006, we cooperated fully with the Joint Area Review in Hartlepool, and inspections of Youth Offending Services and the Youth Service. We will take learning from inspection outcomes. We will also contribute to Annual Performance Assessment and any other departmental quality assurance processes within Hartlepool Borough Council.

## APPENDIX TO 2.2

### EVALUATION STRATEGY

Connexions actively supports the generation of objective evidence to assist staff in making effective decisions on policies, strategies and initiatives and subsequently provide effective results for all stakeholders.

#### **Achieving Targets and Objectives**

Achieving targets and objectives is the prime responsibility of all staff. As outlined in the SCYPG Performance Management Framework, Connexions will define anticipated results, continually focus attention towards results achievement, regularly and objectively measure performance, learn from experience and improve processes to enhance efficiency and effectiveness.

All staff will be accountable for their performance to their line managers and will be supported in this through an annual appraisal process, underpinned by regular one to one supervision sessions with the line manager.

#### **Effective Deployment of Evaluation**

Connexions in Hartlepool is committed to continuous learning and improvement, at a service and individual worker level. Evaluation and reflective practice supports this aim by helping to find out 'what works' and what does not by identifying cost-effective, alternative ways of designing and improving policies, strategies and processes.

#### **Evaluation Focus**

The following evaluation activities will continue to be undertaken during 2007-08:

:

- The views of Young People on the quality of service [One Stop Shop and Outreach sites] via questionnaires and comments sheets
- Feedback from young people, on the PAYP programme, following all activity programmes
- The impact of individual events for young people, such as "Choices/EET" and "Anti-Bullying Workshops"
- Supporting schools to assess the impact of their career education programmes
- The views of Stakeholders on the quality of the service
- The assessment of Personal Adviser performance [using the SCYPG endorsed "Key Steps" model]

The outcomes of the evaluation activities will be used to inform the annual self-assessment process.

## APPENDIX TO 2.2

### EQUALITY & DIVERSITY

Equality of opportunity, challenging of discrimination and positive action to promote inclusion underpins every aspect of the workings and services of Connexions Hartlepool. The Service is underpinned by the following principles:

#### Young People

- Every young person, regardless of race, colour, disability, age, gender, sexual orientation, social class, religion or ethnic group has the right to equality of opportunity
- Every young person, regardless of academic ability, must have an equal opportunity to receive information, advice and guidance they need to give them the best chance in the future
- Every young person has the right to information about the issues that affect them
- Every young person has the right to be consulted about issues that affect them.
- Every young person has the right to express their views and opinions and to have those opinions taken seriously
- Young people should be supported to understand their rights and respect the rights of others

#### The Service

- All services offered by Connexions in Hartlepool will adhere to Hartlepool Borough Council's Equality & Diversity policy
- Young people from every background will be actively supported to participate in our decision making processes
- Barriers to participation, be those physical, economic, linguistic, cultural or attitudinal, will be identified and positive action taken to remove them
- Equality and diversity will form a key part of all planning, reporting and management information processes

#### Staff

- Staff will be trained in equality and diversity and will be expected to promote equality of opportunity and challenge discrimination

## APPENDIX TO 2.2

### GLOSSARY

<b>APIR</b>	Assessment, Planning, Implementation and Review	<b>LDD</b>	Learning Difficulty & Disability
<b>BME</b>	Black Minority Ethnic	<b>LSCB</b>	Local Safeguarding Children's Board
<b>CAF</b>	Common Assessment Framework	<b>L2W</b>	Learn2Work
<b>CAMHS</b>	Child and Adolescent Mental Health Services	<b>MV</b>	Millennium Volunteers
<b>CEG</b>	Careers Education and Guidance	<b>NEET</b>	Not in Education, Employment or Training
<b>CP</b>	Child Protection	<b>OSS</b>	One Stop Shop
<b>CRB</b>	Criminal Records Bureau	<b>OfSTED</b>	Office of Standards in Education
<b>CS</b>	Children's Services	<b>PA</b>	Personal Adviser
<b>CTV</b>	Connexions Tees Valley	<b>PAYP</b>	Positive Activities for Young People
<b>CYPSP</b>	Children & Young People's Strategic Partnership	<b>PEP</b>	Personal Education Plan
<b>DAT (JCG)</b>	Drug Action Team (Joint Commissioning Group)	<b>PSO</b>	Placement Support Officer
<b>DfES</b>	Department of Education and Skills	<b>SCYPG</b>	Supporting Children & Young People Group
<b>ECM</b>	Every Child Matters	<b>SEN</b>	Special Educational Needs
<b>EET</b>	Education, Employment and Training	<b>SLA</b>	Service Level Agreement
<b>EMA</b>	Education Maintenance Allowance	<b>SSD</b>	Social Services Department
<b>ESF</b>	European Social Fund	<b>SYP</b>	Services for Young People (Directorate)
<b>EWO</b>	Education Welfare Officer	<b>TPS</b>	Teenage Pregnancy Strategy
<b>E2E</b>	Entry to employment	<b>TPSS</b>	Teenage Pregnancy Support Service
<b>FE</b>	Further Education	<b>U18</b>	Under 18 years
<b>GONE</b>	Government Office North East	<b>VCS</b>	Voluntary and Community Sector
<b>HCFE</b>	Hartlepool College of Further Education	<b>WBL</b>	Work Based Learning
<b>HLLP</b>	Hartlepool Lifelong Learning Partnership	<b>YISP</b>	Youth Inclusion and Support Panel
<b>HMT</b>	Hartlepool Management Team (Connexions)	<b>YOS</b>	Youth Offending Service
<b>H &amp; S</b>	Health and Safety		
<b>IAG</b>	Information Advice and Guidance		
<b>ISA</b>	Information, Sharing & Assessment		
<b>JC+</b>	Job Centre Plus		
<b>KS</b>	Key Stage		
<b>LAC</b>	Looked After Child(ren)		
<b>LEA</b>	Local Education Authority		
<b>LM</b>	Locality Manager		
<b>LMC</b>	Local Management Committee		

## APPENDIX TO 2.2

### FEEDBACK ON PLAN

Efforts have been made to involve young people and partners at the key stages in the development of this Plan. Their feedback has helped shape the Plan, which is produced to a format and timescale specified by DfES. We would welcome additional comments, feedback or queries at any time throughout the year, as these may be considered during subsequent planning processes.

Please send your comments to: Miriam Robertson, Locality Manager, Connexions One Stop Shop, 6-8 Tower Street, Hartlepool, TS24 7HD; or email: [miriam.robertson@hartlepool.gov.uk](mailto:miriam.robertson@hartlepool.gov.uk); fax: 01429 863584

Connexions Local Delivery Plan – Hartlepool – 2007/08	Feedback comments:
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## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

16 March 2007



**Report of:** Director of Children's Services

**Subject:** FOSTER CARERS – SCHEME OF ALLOWANCES 2007-2008

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To propose a scheme of foster care allowances, in particular allowances in respect of payments for looked after children and young people in foster placements with the Council's Fostering Service.

#### **2. SUMMARY OF CONTENTS**

The current scheme of foster carer allowances was approved by Cabinet in November 2004. The scheme needs to be up-dated to take account of the changing position locally and respond to the introduction of "The National Minimum Fostering Allowance & Fostering Payment Systems".

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Department is proposing to continue to link age related fostering allowances to the Fostering Network minimum rates as agreed by Cabinet.

#### **4. TYPE OF DECISION**

Non-Key.

#### **5. DECISION MAKING ROUTE**

The Council's Chief Financial Officer has confirmed that, within the Council's Financial Regulations, this decision can appropriately be made by the Portfolio Holder.



**6. DECISION(S) REQUIRED**

In respect of foster carer allowances and payment scheme it is proposed that

- all payments to carers increased from 1st April;
- the Fostering Network minimum rates are increased by 3.2% (see table) and maintained until such time as the national minimum rates are equal or greater;
- all other payments be increased by the 3% inflation rate agreed by Council.

**Report of:** Director of Children's Services

**Subject:** FOSTER CARERS – SCHEME OF ALLOWANCES 2007-2008

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## 1. PURPOSE OF REPORT

To propose a scheme of foster care allowances, in particular allowances in respect of payments for looked after children and young people in foster placements with the Council's Fostering Service.

## 2. BACKGROUND

In response to increased reliance on Independent Fostering Providers (IFPs) and associated rise in expenditure Cabinet approved a strategy for the "Recruitment and Retention of Foster Carers – Allowances & Progression Payments (Carers' Progression Payments Scheme)". On 15 November 2004 Cabinet approved the following recommendations:

- to the implementation of the Carers Progression Scheme as from 1 January 2005;
- that the basic fostering allowances to be maintained in line with the minimum Fostering Network rates until such time as a national scheme is implemented;
- that the budget pressure for 2005/06 arising from implementation of the Carers Progression Scheme being addressed through corporate pressures;
- the budget pressure arising through implementation in 2004/05 being addressed as part of the overall overspend in Social Services.

## 3. CURRENT POSITION

The implementation of this scheme of allowances and progression payments has served the Council well. One of the most successful resources in attracting foster carers is other foster carers. If they are well motivated and feel that they are valued then they are much more inclined to actively encourage others to join them as foster carers. Reliance on IFP placements has reduced and enabled cashable and non-cashable efficiency savings to be realised in the last two financial years. In addition, the approval of Special Guardianship Allowances by the Portfolio Holder on 23 August 2006, gives further scope for reduction in reliance on IFPs, with associated savings in 2007/08.

Fostering Network (the national fostering support group) annually publishes recommended minimum rates for foster carers based on the Family Expenditure Survey. These rates represent the realistic costs of caring for a looked after child. It was for this reason that the Fostering Network rates were recommended and subsequently approved by

Cabinet. However, it was known at the time that Government were exploring the possibility of recommending national minimum allowance rates. Therefore, Cabinet approval was limited to maintaining the fostering allowances in line with the minimum Fostering Network rates until such time as a national scheme was implemented.

#### 4. NATIONAL - GOOD PRACTICE GUIDANCE

In July 2006, the DfES published, "The National Minimum Fostering Allowance & Fostering Payment Systems – Good Practice Guidance" in order to enable fostering services to take account of the rates in planning budgets for 2007/08. Part of a wider package of measures to improve support for foster carers, the national minimum allowance sets a clear benchmark for payment to all foster carers.

Fostering Network rates applying in Hartlepool for 2006/07 are already in excess of the national minimum allowances. For 2007/08 these rates increase by 3.2%, thus increasing the gap between the rates the Council has currently been applying and the national minimum rate. The Guidance clearly states that there is no expectation that fostering services will reduce the level of foster carer allowances following the introduction of the national minimum allowance and to do so would without doubt cause considerable dissatisfaction amongst the Council's current foster carers. Such a move would effectively threaten and jeopardise all the improvements achieved since Cabinet's decision.

Details of the current 2006/07 Fostering Network rates being paid to Hartlepool foster carers and the proposed rates for 2007/08 together with the National Minimum allowances are provided in **Appendix 1**. The current Hartlepool payments (Table 1) and proposed payments for 2007/08 (Table 2) are shaded.

#### 5. FINANCIAL IMPLICATIONS

The 2007/08 budget, as recently approved by Council, has been prepared on the basis of a 3% inflationary increase at an additional cost of £133,300. The Fostering Network rates require an increase of 3.2% and the cost of an additional 0.2% is estimated at £8,900 and can be contained within the overall Children and Families budget.

With regard to the decision made by Cabinet on 15 November 2004 that, "the basic fostering allowances to be maintained in line with the minimum Fostering Network rates until such time as a national scheme is implemented", the Council's Chief Financial Officer has indicated that the decision to maintain the allowances in line with the minimum Fostering Network rates can appropriately be made by the Portfolio Holder.

## 6. CONCLUSIONS

Since its implementation in January 2005, the current scheme for the recruitment and retention of foster carers has serviced the Council well. One key aspect of this scheme was the linking of allowances to the Fostering Network rates. These were always perceived to be minimum allowances even though they were linked to the real costs of caring for looked after children. As in Hartlepool, these allowances are often supplemented by progression schemes and skills payments that encourage foster carers to develop and receive appropriate remuneration for their valuable contribution to caring for the most vulnerable children. However, it is essential to provide foster carers with allowances that, as far as possible, cover the financial implications of caring for a looked after child or young person. Foster carers by their nature, contribute much more than they receive so providing an appropriate placement allowance both demonstrates their value and an acknowledgment of their personal contributions.

## 7. RECOMMENDATIONS

In respect of foster carer allowances and payment scheme it is proposed that:

- all payments to carers increased from 1st April;
- the Fostering Network minimum rates are increased by 3.2% (see table) and maintained until such time as the national minimum rates are equal or greater;
- all other payments be increased by the 3% inflation rate agreed by Council.

## 8. BACKGROUND PAPERS

- Cabinet Report 15 November 2004 – Recruitment and retention of foster carers – allowances and progression payments (carers' progression payments scheme).
- The National Minimum Fostering Allowance and Fostering Payment Systems Good Practice Guidance – DfES July 2006.

**Contact Officer:** Phill Warrilow, Assistant Director.

**TABLE 1**

**Fostering Network Rates (per week) paid by Hartlepool – 2006/07**

	<b>0 – 4</b>	<b>5 - 10</b>	<b>11 – 15</b>	<b>16+</b>
<b>Outside London (£)</b>	114.87	130.85	162.89	198.11
<b>In London (£)</b>	134.81	153.69	191.38	239.97

**TABLE 2**

**Fostering Network Rates (per week) to be paid by Hartlepool – 2007/08**

	<b>0 – 4</b>	<b>5 - 10</b>	<b>11 – 15</b>	<b>16+</b>
<b>Outside London (£)</b>	118.60	135.10	168.18	204.55
<b>In London (£)</b>	139.19	158.68	197.60	232.42

**TABLE 3**

**The DfES National Minimum Allowance (per week) – 2007/08**

	<b>Babies</b>	<b>Pre-Primary</b>	<b>Primary</b>	<b>Secondary (11-15)</b>	<b>Secondary (16-17)</b>
<b>Base (£)</b>	100	102	113	129	151
<b>South East (£)</b>	111	114	127	144	169
<b>London (£)</b>	116	119	132	150	176