



## **South and West Belfast Division**

### **Action Plan September 2018– March 2020**

<b>DE Priority: Raising Standards for All</b>			
<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Planning</b>	Area Plan for the South and West Belfast Division	Youth Service provision and resources delivered based on an assessment of need	<ul style="list-style-type: none"> <li>• Local Area Assessment of Need developed, and disseminated by September 2018</li> <li>• Area Youth Development Plan developed, and disseminated by September 2018</li> <li>• SOAs in the top 25% most deprived areas will have access to professional youth work staff</li> <li>• 100% of controlled centres and youth workers meet the standards required for approval of the CDA</li> <li>• 100% of full-time voluntary youth clubs have an approved Service Level Agreement</li> </ul>
	Stakeholder Consultations	Localised needs of young people identified	<ul style="list-style-type: none"> <li>• Local Area Assessment of Need consultation with Local Advisory Group (L.A.G.) annually</li> <li>• Each of 3 Youth Councils conducting a consultation event per annum</li> <li>• Area Youth Development Plan consultation annually with L.A.G.</li> </ul>
<b>Partnerships</b>	Partnerships which complement Youth Service provision	Effective planning and reduced duplication of services	<ul style="list-style-type: none"> <li>• 100% partnerships reviewed annually</li> <li>• Memoranda of understanding completed with Partner Organisations</li> </ul>

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<b>Support to part-time voluntary groups</b>	Registration of voluntary youth organisations	Voluntary sector youth organisations supported to deliver youth provision	<ul style="list-style-type: none"> <li>• Support to 94 registered units through the EA Youth Service registration scheme.</li> <li>• 2 new units registered by March 2019 and a further 2 by March 2020</li> </ul>
<b>Quality Assurance</b>	Quality Assurance Framework	High quality youth provision	<ul style="list-style-type: none"> <li>• 100% controlled youth centres self-evaluating</li> <li>• 100% controlled F/T youth workers receive 6 supervision sessions per year</li> <li>• Part time units supported to adapt appropriate quality assurance measures.</li> </ul>
	Moderation process	High quality youth provision Inspection readiness	<ul style="list-style-type: none"> <li>• 100% of controlled youth centres and youth workers will receive a minimum of one moderation visit per year</li> <li>• 100% voluntary youth organisations receiving moderation visits proportionate to funding received</li> <li>• Action plan developed to address areas for improvement following moderation visit or ETI Inspection</li> </ul>
	Quarterly reports	High quality youth provision	<ul style="list-style-type: none"> <li>• 100% of controlled units and workers to submit quarterly Target Monitor reports and statistical returns</li> </ul>

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<b>Measurement of Youth Work Programmes</b>	Measuring Outcomes Framework	<p>Effective services delivered and reviewed</p> <p>Impact of programme delivery recorded</p> <p>Engagement levels of young people recorded and reflected on</p>	<ul style="list-style-type: none"> <li>• 100% of registered and controlled units to have completed NIYSA forms by end of February each year</li> <li>• 100% of controlled youth workers and youth centres to maintain evidence files recording the engagement of and outcomes for young people</li> <li>• 100% of full-time voluntary youth organisations to maintain evidence files recording the engagement of and outcomes for young people</li> </ul>
<b>Generic Provision</b>	Generic provision for the generality of young people	The generality of young people have access to youth services	<ul style="list-style-type: none"> <li>• Each full-time youth centre will have a minimum of 40 young people in attendance each evening</li> <li>• Each full-time controlled youth centre will have a minimum of 80 young people registered as members</li> <li>• 100% full-time controlled youth centres will operate minimum of 5 evenings per week</li> <li>• Part-time youth organisations will be supported to deliver generic services annually via registration process</li> </ul>
<b>Public Relations</b>	PR Articles & Events	Increased public awareness of Youth Service	<ul style="list-style-type: none"> <li>• 20 articles per year submitted for publication to local media</li> <li>• Youth Service to be represented locally at 5 events per year</li> </ul>

<b>DE Priority: Closing the gap between the highest and lowest performers, improving access and equity</b>			
<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>School-based youth work</b>	Transition programmes for pupils at Key Stage 2	Enhanced Personal Capabilities	<ul style="list-style-type: none"> <li>• Facilitation of 6 transitions programme to 150 young people at KS2</li> </ul>
	Programmes for pupils at Key Stage 3 to address educational underachievement	Enhanced Personal Capabilities	<ul style="list-style-type: none"> <li>• KS 3 programmes run in 5 post primary schools in the Division</li> <li>• 80% of pupils progress on a minimum of three of the seven outcomes</li> <li>• Minimum of 2 Peer Mentoring Programmes in post primary schools, involving 30 peer mentors</li> <li>• 80% of peer mentors to receive accreditation</li> </ul>
	Programmes for pupils at Key Stage 4 to address educational underachievement	Enhanced Personal Capabilities	<ul style="list-style-type: none"> <li>• Certificate in Personal Effectiveness and Success delivered over 2 years at KS4 to minimum of 45 young people in 3 schools by June 2020</li> <li>• More than 80% pupils progress against 3 of the 6 outcomes by June 2019</li> <li>• Minimum of 80% participants achieve equivalent to GCSE Grade B accreditation</li> </ul>
	Partnership with schools to deliver the Learning Together Programme	Effective partnership working	<ul style="list-style-type: none"> <li>• 3 new partnership agreements with schools in place for September 2019.</li> </ul>

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<b>School-based youth work (Contd)</b>	Facilitation of The Princes Trust Achieve Programme in Fleming Fulton School	Enhanced Personal Capabilities	<ul style="list-style-type: none"> <li>• 7 Young people to achieve accreditation by June 2019</li> <li>• 7 Young people to achieve accreditation by June 2020</li> </ul>
<b>Health and Well-being</b>	Gender Based Youth Work programmes to meet identified needs	Improved Health and Well-Being	<ul style="list-style-type: none"> <li>• 5 Gender based youth work programmes delivered across South and West Belfast by March 2019</li> <li>• 80% of young people complete programme and achieve expected outcomes</li> <li>• 8 Gender based youth work programmes delivered across South and West Belfast by March 2020</li> <li>• 80% of young people complete programme and achieve expected outcomes</li> </ul>
	Programmes that promote physical health	Improved Health and Well-Being	<ul style="list-style-type: none"> <li>• 24 programmes delivered to minimum 360 young people, focussing on physical health by March 2020</li> </ul>
	Positive mental health programmes		<ul style="list-style-type: none"> <li>• 12 positive mental health programmes delivered to a minimum total of 180 young people in centres and area projects.</li> <li>• One Mental Health Youth Worker (EA FLARE Project) delivering positive mental health interventions in the South &amp; West Belfast Division</li> </ul>

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<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Health and Well-being</b>	Health and Well-Being programmes aimed at risk-taking behaviours	Improved Health and Well-Being	<ul style="list-style-type: none"> <li>• 22 x Health and Wellbeing programmes delivered to a minimum of 250 young people across South and West Belfast by March 2020</li> <li>• 80% of young people complete programmes and achieve expected outcomes</li> </ul>
<b>Personal &amp; Social Development</b>	Personal and Social Development programmes	Improved Health and Well-Being	<ul style="list-style-type: none"> <li>• 24 personal and social development programmes delivered across South and West Belfast by March 2020</li> <li>• 80% of young people complete programme and achieve expected outcomes</li> </ul>
<b>Positive Behaviour</b>	Programmes for young people at risk of being involved in criminal or anti-social behaviour	Improved relationships with others	<ul style="list-style-type: none"> <li>• 2 programmes facilitated for 18 young people identified as being at risk of being involved in criminal behaviour by March 2019</li> <li>• 4 programmes facilitated for 36 young people identified as being at risk of being involved in criminal behaviour by March 2020 with 2 being delivered during July &amp; August 2019</li> <li>• 80% of young people complete and progress against expected outcomes.</li> </ul>

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<b>Positive Behaviour (Contd)</b>	Programmes Addressing Risk Taking Behaviour	Improved relationships with others	<ul style="list-style-type: none"> <li>• 100% of full time units facilitate at least 1 programme addressing risk taking behaviour by March 2019</li> <li>• 100% of full time units facilitate at least 2 programmes addressing risk taking behaviour by March 2020</li> </ul>
	Youth Intervention Programmes	Improved relationships with others	<ul style="list-style-type: none"> <li>• Each unit facilitate a minimum 4 week YIP programme during July &amp; August 2019</li> <li>• 2000 young people engaged in YIP programmes in July and August 2019</li> </ul>
<b>Promoting Lawfulness</b>	Education in Lawfulness and other relevant programmes for the generality of young people in schools and youth settings	<p>Lawfulness is spoken about</p> <p>Improved Health and Well-being</p>	<ul style="list-style-type: none"> <li>• Resources collated/developed around eg. Lawfulness, Resilience, Drugs &amp; Alcohol Misuse for use in youth clubs and in schools at KS3 from September 2018</li> <li>• 10 Youth Workers delivering lawfulness programmes to a minimum of 150 young people across the Division at KS2 &amp; KS3 by March 2019</li> <li>• 3 Youth Workers in LTP Programme KS4 to deliver a Lawfulness module in 3 schools in the South and West Belfast Division, to a minimum of 45 pupils by March 2019</li> </ul>



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<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Targeted Provision in area of Deprivation</b>	Outreach programmes	Improved relationship with others	<ul style="list-style-type: none"> <li>• 100% of Area Youth Workers will engage in project delivery with 60 targeted young people across 6 evening projects per year in addition to other targeted work in this plan</li> <li>• Each Controlled Outreach/Area Youth Worker's evening projects to have an average attendance of 10 young people</li> </ul>
	Extended Provision programmes	Improved relationships with others	<ul style="list-style-type: none"> <li>• 8 units receive extended provision funding to facilitate late night and weekend opening to minimum with minimum sessional attendance of 25</li> </ul>
<b>Inclusion</b>	Inclusion programmes for young people with learning difficulties, LGBTQ and BME young people.	Improved relationship with others	<ul style="list-style-type: none"> <li>• 14 programmes in South and West Belfast involving a minimum of 40 young people by March 2019.</li> <li>• Facilitation of 8 small group sessions for newcomer pupils in schools by March 2020.</li> <li>• Minimum of one inclusion programme underpinned and supported by the regional</li> <li>• Inclusion team</li> </ul>
	Youth Provision through the medium of Irish.	Improved relationships with others	<ul style="list-style-type: none"> <li>• 4 Irish Medium youth centres supported through the registration scheme, operating a minimum of 2 sessions for 46 weeks per year, with a minimum sessional attendance of 15</li> </ul>

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<b>Inclusion (Contd)</b>	Youth Provision for young people from the Travelling Community.	Improved relationship with others	<ul style="list-style-type: none"> <li>• Bryson An Munia Tober supported to facilitate youth work programmes 3 sessions per week with a minimum attendance of 15 young people from the Traveller Community</li> </ul>
	Inclusion scheme aimed at promoting inclusive youth work projects	Improved relationship with others	<ul style="list-style-type: none"> <li>• Minimum of 10 programmes supported by the Inclusion scheme involving minimum of 12 young people per programme by March 2020</li> </ul>
<b>CRED / CRED Addendum</b>	Community Relations, Equality and Diversity programmes	Positive engagement with others from diverse backgrounds	<ul style="list-style-type: none"> <li>• Minimum of 15 CRED programmes involving a minimum of 12 young people per programme to be delivered in South and West Belfast by March 2020</li> <li>• 10 T:BUC programmes to be delivered in South and West Belfast to total minimum of 200 young people by March 2020</li> </ul>
<b>Participation</b>	Participative structures for young people	Development of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• 100% full time units establish and support a youth led participatory forum by October 2018</li> </ul>
	Small Grants Scheme	Increased participative action	<ul style="list-style-type: none"> <li>• Minimum of four applications to the Small Grants Scheme</li> </ul>
	Participative opportunities for individual young people	Increased participative action	<ul style="list-style-type: none"> <li>• Minimum of 5 units per year will participate in the Oscars Programme as part of the assessment panel</li> </ul>

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<b>Participation (Contd)</b>	Youth Council	Active Citizenship	<ul style="list-style-type: none"> <li>• 3 Youth Councils established by October 2018 with minimum membership of 15 young people in each, meeting minimum twice per month</li> <li>• One strategic Youth Council for Causeway Coast &amp; Glens Division responding to local council consultations and emerging youth needs, meeting monthly, and delivered in partnership with regional participation team.</li> <li>• Each Youth Council to complete an active citizenship project, with minimum 10 young people delivering per year</li> <li>• Minimum of 4 consultation events per year</li> </ul>
	Accredited/non accredited leadership programme for young people in participative structures	Development of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• Minimum of 45 young people per Division completing an accredited leadership programme per year</li> <li>• Minimum of 80% Youth Council members complete modular training programme</li> <li>• 2 accredited programmes delivered in all full time units by March 2020</li> <li>• 80 young people in south and East Belfast participative for a complete Millennium Volunteers Award by March 2020</li> </ul>

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<b>CSE/eSafety/Child Protection</b>	Child Sexual Exploitation Projects	Improved Health and Well-Being	<ul style="list-style-type: none"> <li>• 100% full time units facilitate an age-appropriate CSE project to all sections of the Centre, with minimum of 30 young people per unit</li> <li>• Area Youth Workers support part time units to facilitate 1 CSE project to all members</li> </ul>
	Age appropriate Internet Safety programmes	Improved Health and Well-Being	<ul style="list-style-type: none"> <li>• Internet safety induction for all young people accessing internet in youth centres</li> <li>• All units communicate Use of Internet policy parents and young people</li> </ul>
<b>Summer intervention programmes</b>	Youth Intervention Scheme	Improved relationships with others	<ul style="list-style-type: none"> <li>• All eligible full time units submit at least one YIP level 2 application for funding</li> <li>• At least 12 intervention programmes delivered across all full time units in South and West Belfast during Summer 2019 targeting minimum 150 young people aged 14+</li> </ul>
	Summer Activities programmes	Improved relationships with others	<ul style="list-style-type: none"> <li>• Each unit facilitate a minimum 4 week YIP programme 1 during July &amp; August 2019</li> <li>• 2000 young people engaged in activities during July and August 2019</li> </ul>
<b>Raising aspirations</b>	International programmes	Active Citizenship	<ul style="list-style-type: none"> <li>• 3 international programmes, underpinned and supported by the Regional International Team, delivered with a total minimum of 20 young people by 2020</li> </ul>

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<b>Raising aspirations (Contd)</b>	Employability programmes	Developing of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• Minimum of 1 accredited programme delivered in each full time unit by March 2020.</li> <li>• 15 young people complete OCN Music Performance as part of Camp Rock per year</li> <li>• 20 young people complete OCN as part of CADi per year (April-December 2019)</li> <li>• 11 young people complete CADi Apprenticeship programme by March 2020</li> <li>• 300 young achieve accreditation by March 2020.</li> </ul>
	Residential	Enhanced Personal Capabilities	<ul style="list-style-type: none"> <li>• Each Full time unit facilitates 3 residential programmes by March 2020.</li> <li>• Minimum of 500 young people experience a residential programme by March 2020.</li> </ul>
<b>Outdoor Learning</b>	Residential and non-residential outdoor learning opportunities for EA-registered youth groups and schools	Development of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• Minimum of 1 programme is underpinned and supported by Regional Outdoor Peripatetic team.</li> <li>• Minimum of 80% of young people who complete programme achieve expected outcomes.</li> </ul>
<b>Training</b>	Training for young people	Development of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• 100% full-time youth centres conducting a minimum of one accredited programme for young people per year</li> <li>• Minimum of 70% of participants achieve accreditation</li> </ul>

<b>DE Enabling Goal: Developing the non-formal Education Workforce</b>			
<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Workforce Development</b>	Staff Development Full Time Staff	Workforce Development needs identified and addressed	<ul style="list-style-type: none"> <li>• Training needs assessed during supervision with all full time staff by December 2018.</li> <li>• Minimum 5 staff complete CPD programme by March 2020</li> <li>• 3 x Senior Youth Workers/ Team Leaders complete development programme by March 2019</li> </ul>
	Staff Development Part-Time youth workers	Enhanced and increased skills for part-time youth workers	<ul style="list-style-type: none"> <li>• 1 x YSWQ courses involving 20 part-time youth workers facilitated in South and West Belfast by March 2020.</li> <li>• 15 staff complete basic first aid training course by June 2019</li> <li>• All new staff complete child protection Induction and trained in Child Protection Policy and Procedures</li> </ul>
<b>Volunteering</b>	Accreditation for young volunteers	Volunteers feel valued by the Education Authority	<ul style="list-style-type: none"> <li>• 1 x YSWQ course involving minimum of 10 volunteers per course facilitated in South and West Belfast by March 2020.</li> <li>• 80 young volunteers in South and West Belfast complete Millennium Volunteers Award by March 2020</li> </ul>
	Adult Volunteering	Effective services delivered	<ul style="list-style-type: none"> <li>• 5 controlled youth centre will recruit volunteers in line with EA staff establishment</li> <li>• 5 full-time professionally qualified Youth Workers will manage and co-deliver with at least 1 volunteer</li> </ul>

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<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Volunteering (Contd)</b>	Accreditation for young volunteers	Volunteers feel valued by the Education Authority	<ul style="list-style-type: none"> <li>• A minimum of 30 volunteers will gain accreditation through Millennium Volunteers per year</li> <li>• 1 accredited pilot “Trainee Youth Worker” Scheme aimed at 12 young people aged 18-25</li> </ul>
	Volunteer Recognition Events	Volunteers feel valued by the Education Authority	<ul style="list-style-type: none"> <li>• One volunteer recognition event for volunteers in the South &amp; West Belfast Division per year, supported by the regional officer</li> <li>• Minimum of 50 volunteers to attend the regional hub’s volunteer event</li> </ul>
<b>Induction training</b>	Induction training for all EA youth work staff	Effective services delivered	<ul style="list-style-type: none"> <li>• 100% of new staff complete staff induction on commencement</li> <li>• 100% youth work staff complete Child Protection induction training</li> <li>• 100% of staff complete Moving Ahead with CRED within first 6 months.</li> <li>• 100% of staff complete Introduction to Youth Work within first 6 months.</li> <li>• Basic First Aid Training courses completed by a minimum of 10 participants</li> </ul>
<b>Youth Support Worker Training</b>	Youth Work training course	Developing of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• 1 x Youth Support Worker Qualification course completed with support of Regional Training Team.</li> </ul>

<b>DE Enabling Goal: Improving the Non-Formal Learning Environment</b>			
<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Facility Management</b>	Budget Monitoring	Effective management of EA Youth Service resources  Value for money ensured	<ul style="list-style-type: none"> <li>• All budgets maintained within limits</li> <li>• All budgets reviewed quarterly</li> <li>• Audit carried out at all Youth centres once per year</li> </ul>
<b>Risk Management</b>	Educational Visits	Youth Service activities thoroughly risk assessed	<ul style="list-style-type: none"> <li>• Approval for all Educational Visits to be sought using the official forms and procedures</li> <li>• All Educational Visits will be risk assessed</li> </ul>
	Health and Safety Audits	Our young people are safe  Our staff are safe	<ul style="list-style-type: none"> <li>• 100% of Controlled Youth Work settings implement safeguarding policies</li> <li>• 100% of controlled Units adhere to all Health and Safety regulations</li> <li>• 100% of all EA units undertake a health and safety self assessment audit by March 2019.</li> <li>• 50% of EA facilities undergo a Health &amp; Safety Audit by March 2020</li> </ul>
<b>Capital Programme</b>	Capital funding to develop Youth Service buildings in the South and West Belfast Division	Fit for purpose facilities	<ul style="list-style-type: none"> <li>• Training Room in Finaghy YRC fully equipped with appropriate training equipment.</li> <li>• All units fit for purpose</li> <li>• Aesthetic appearance of all units at a high standard</li> </ul>



<b>DE Enabling Goal: Transforming Governance and Management of Non-Formal Education</b>			
<b>Area For Action</b>	<b>Outputs</b>	<b>Outcome</b>	<b>Measure/Target</b>
<b>Stakeholder Engagement</b>	Local Advisory Groups in each Division	Effective local engagement with stakeholders  Increased accountability for the Service	<ul style="list-style-type: none"> <li>• Development of South Belfast LAG and West Belfast LAG by October 2018.</li> <li>• Minimum of 4 Local Advisory Group meetings per year</li> </ul>
<b>Participation</b>	Participation of young people in the Local Advisory Group through the Youth Advocacy Panel	Development of thinking skills, life skills and work skills	<ul style="list-style-type: none"> <li>• 1 Youth Advocacy Panel, involving a minimum of 13 young people per Local Council Area established by September 2018</li> <li>• Youth Advocacy Panel members to attend Local Advisory Group meetings each quarter</li> <li>• 1 Conference/Planning event organised by the Youth Advocacy Panel per annum</li> <li>• Minimum of 13 young people completing a programme of capacity-building and training</li> <li>• 100% Youth Advocacy Panel members to attend regional Network for Youth event annually</li> </ul>
<b>Securing External Funding</b>	Additional resources for delivery	Enhanced provision	<ul style="list-style-type: none"> <li>• Minimum of £100,000 to be secured in funding additional to core Youth Service funding</li> </ul>