

REPORT TO THE SAFER COMMUNITIES TEAM ON PROGRESS OF WORK IN Q1 AND Q2

INTRODUCTION

The Youth Leadership Centre is a pilot programme by the Peace Alliance to support the development of 20 young boys in Haringey. The programme is to be delivered in the financial year 2006/7. The milestones initially identified for the first two quarters were:

- Referral process in place
- Summer programme developed and delivered
- Venue Confirmed
- Teaching curriculum confirmed
- Teaching staff recruited
- Professional support identified
- Young people identified

PROGRESS TO DATE

The project was led by the Strategy Development Manager and received a high level of support from the Chief Executive and the Project Officer (existing positions in the Peace Alliance). The Chief executive gave strategic advice to the project and liaised with various partners, exploring and negotiating opportunities with Barclays Bank, BEN TV, the Media Trust, key Home Office officials and services within the LCJB. He also promoted the initiatives at conferences with leaders in the BME community. His work produced a commitment form Barclays for staff to participate in the programme, BEN TV and the Media Community channel have undertaken to film aspects of the programme to create a documentary record of the boys progress. The Project officer was responsible for visiting several schools in the borough and introducing the initiative to various groups and young people. He also led in the development of a DVD for the Open day. The project Worker also advised the project on what works for young black boys. The Strategic development manager was responsible for developing an action plan, researching the programme, discussing and exploring the development of the curriculum, staffing, referrals, publicity, mission and values as well as policies and procedures for the programme. Progress to date against the milestones mentioned above is as follows:

- **Referral process in place** – referral criteria was developed and forms were in place and emailed out to various agencies
- **Summer programme developed and delivered** – the summer programme was developed but could not be delivered due to a lack of referrals
- **Venue Confirmed** – initial venue options included exploring the use of the Peace Alliance offices as an option. This was discarded in June 2007 after meetings with 2 Architects. Discussions then took place with external venues but had not been confirmed at the end of Q2.
- **Teaching curriculum confirmed** – research around the scope of the curriculum and the accreditation of courses took place, the general guidelines are now developed but a brief had not been developed
- **Teaching staff recruited** – the leadership coordinator was recruited late
- **Professional support identified** – discussions are ongoing with various external facilitators, and the Life Coaching, and Summer programme facilitator has been identified
- **Young people identified** – 6 referrals achieved

CHALLENGES EXPERIENCED

- The amount of time required to start up the project (research, meetings, visits to similar projects, internal discussions etc) was much more than originally envisaged
- The scheduling of the Open day and distribution of the literature and information about the YLC missed the schools (holiday time)
- The holiday time contributed to slow response on referrals from agencies
- Late recruitment of the Leadership Coordinator
- Delay in actively starting up the project due to clarifications around funding and the SLA
- Late confirmation of the HWOP impacted on staff resourcing within the Peace Alliance
- The Leadership Coordinator assisted when required with the HWOP due to its late start up

DETAILED BREAKDOWN OF WORK DONE

Development Plan Area	Work done in Period	Report	Resources used
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Funding Application and Milestones	March – July	<ul style="list-style-type: none"> ▪ Liason with the community safety team. ▪ Clarification on the SLA ▪ Development of milestones ▪ Development of Action Plan 	SDM CEO
Vision, Mission and structure research and development and partnership working	April - September	<ul style="list-style-type: none"> ▪ Online research on the delivery of the YLC ▪ Discussions, meetings and site visits with similar projects in other boroughs including Greenwich and Newham ▪ Development of leaflet brief and content ▪ Liaison with designer of leaflet ▪ Meetings to discuss ethos, values and criteria for the programme ▪ Online research and learning around 'every child matters' and the curriculum levels. ▪ Meetings with: Youth Summit. Youth crime prevention steering group ▪ Discussion with Barclays plc on future funding opportunities ▪ Discussions with Northgate on professional input and future funding opportunities ▪ Discussions with Barclays local branch 	SDM CEO LC PO
Publicity and Awareness	June - July	<ul style="list-style-type: none"> ▪ Discussions with various designers to identify approach to website development ▪ Updating the information on the website ▪ Organising an open day for parents and young people and partners on the 21st July 07 ▪ Developing a DVD to be used in the Open day ▪ Open day took place on 21st July 2007. 	SDM PO CEO
Management Committee	July	<ul style="list-style-type: none"> ▪ Identified potential members of the management committee and had informal discussion with potential members. 	SDM CEO
Staffing Recruitment (LC)	July - August	<ul style="list-style-type: none"> ▪ Recruitment and application process for the Leadership Coordinator including consulting on the JD, writing the JD, approving the JD, putting out an advert, responding to enquiries, putting the panel together, conducting interview, correspondence, taking up references, induction. 	SDM CEO
Staff recruitment (LA)	September	<ul style="list-style-type: none"> ▪ Development of the Job description 	LC
Referrals	June - September	<ul style="list-style-type: none"> ▪ Visits and contact with Youth services, No 10 Bruce Grove and Muswell Hill centre, Broadwater Farm primary School, Gladesmore School, Grieg City Academy, St Thomas Moore, Wisdom School, Pupil Referral Centers, Risley School, Children and Young people, Leisure Centres and some faith groups. ▪ Contact with all Primary and Secondary schools in Haringey ▪ Contact with the YIP ▪ Contact with the YISP ▪ Contact will all the Neighbourhood 	SDM PO LC

		<ul style="list-style-type: none"> management teams ▪ Contact with the police ▪ Meetings with Head of Sport, Youth Services and Risley Road PRU. ▪ Development of the referral process and forms 	
Applications	July - August	<ul style="list-style-type: none"> ▪ Research on formats of the application process used by other agencies and similar schools ▪ Development of the draft application form 	SDM
Policies and Administrative systems	June - July	<ul style="list-style-type: none"> ▪ Development of draft policies and procedures are on file. 	SDM
Summer Programme	May - August	<ul style="list-style-type: none"> ▪ Research into likely venues ▪ Discussions with partners to identify suitable facilitators ▪ Discussions with summer camp provider to design the programme and confirm venues ▪ Confirmation of risk assessments and permissions required ▪ Venue confirmed and programme confirmed but had to be cancelled due to lack of referrals 	SDM CEO
Life Coaching programme	June - September	<ul style="list-style-type: none"> ▪ Development of the brief for life coaching ▪ Online research into possible providers of the programme ▪ Meetings and discussions with the service provider about the programme ▪ Service provider confirmed 	SDM
After school programme	June - August	<ul style="list-style-type: none"> ▪ Liaison and meetings with providers and people doing similar work ▪ Research into accreditation: AQA, ASDAN and NYA ▪ Meetings with Children and YP ▪ Meeting with YOS 	SDM
Parental Involvement	July	<ul style="list-style-type: none"> ▪ Meeting and discussions with Carole Ricketts 	SDM
Saturday programme	June - August	<ul style="list-style-type: none"> ▪ Meeting and visit to Exposure magazine to discuss possibilities of working together ▪ Discussions with the Media Trust to design media training. ▪ Spoke with a mother who lost her son in Haringey. She is keen to get involved to talk to boys about losing a child and is also a qualified trainer. ▪ Discussions with Barclays to arrange financial and money management training for young people ▪ Discussions with JP Morgan to support the centre with BME staff ▪ Discussions and negotiations with BEN TV and the Media community channel to support the programme. 	SDM CEO
Venue	June - August	<ul style="list-style-type: none"> ▪ Exploration of the use of TPA offices as a venue for the centre. ▪ Meetings, discussion and visits to: ▪ No 10 Bruce Grove (Youth Services) ▪ The Triangle Centre ▪ CONEL 	SDM

Budget Considerations	June - August	<ul style="list-style-type: none"> ▪ Draw down of Q1 and Q2 funding received. ▪ Q1 monitoring form 	SDM
Fundraisng	May - September	<ul style="list-style-type: none"> ▪ Development and submission of funding application to Safer London Foundation ▪ Development of funding for London Councils grant 	SDM

BREAKDOWN OF EXPENDITURE

SALARIES

Position	Days worked on the project	Remuneration apportioned in Budget including on costs					
		April	May	June	July	August	September
Chief Executive	Ad hoc approx – 40 hours	0	0	0	0	0	0
Leadership Coordinator	3 days a week	0	0	0	0	0	2584.64 (plus 6 days overtime)
Strategy Development Manager	3.5 days a week	2486.25	2142.42	2142.45	2777.05 (plus overtime 4 days)	1913.33	2759.52 (plus 7 days overtime)
Project Officer	Ad hoc – approx 70 hours	0	0	0	0	0	0

ADMINISTRATION

£82.25 per month – vehicle insurance

£100.00 per month – contribution to rent, heating and lighting paid by the Peace Alliance

£100 per month: contribution to telephone, printing, photocopying and internet bills

Publicity: design and print of the YLC flier and advert in the Tottenham Journals

£90.75 – one off road tax fee for vehicle

EVENTS

£200.00 – cost of hiring the venue for the Open Day

£195.00 – cost of catering for the Open day

£376.20 – cost of deposit for the Summer Camp centre