

SUBJECT:	YOUTH SUPPORT GRANT
MEETING:	INDIVIDUAL CABINET MEMBER DECISION – Cllr RICHARD JOHN
DATE:	27th March 2019
DIVISION/WARDS AFFECTED:	ALL

1. PURPOSE:

- 1.1** To inform members of significant additional funding being distributed through the Welsh Government Youth Support Grant (YSG) from April 2019 onwards, aimed at early intervention and prevention in the areas of mental/emotional health & wellbeing and youth homelessness. To request approval to implement the 2019-20 Youth Support Grant Activity Plan.

2. RECOMMENDATIONS:

- 2.1** To approve the implementation of the 2019-20 Youth Support Grant activity plan and subsequent extended delivery programme.
- 2.2** To approve the creation of three new posts within the Youth Service Team: ; Welsh Language Youth Support Worker, and two Youth Work Apprentices.
- 2.3** To approve the creation of three new posts within the Youth Enterprise team: Youth Homelessness Coordinator, Youth Homelessness Worker; and ICT & Administration apprentice. The coordinator and worker posts will be secondment of existing Youth Enterprise staff members.
- 2.4** Members to note there are no additional revenue costs for the Authority from the creation the additional posts. All activity will be funded through the Welsh Government Youth Support Grant. Contract and secondment periods will fall in line with the confirmed duration of the funding.

3. KEY ISSUES:

- 3.1** Welsh Government have approved additional funding through the Youth Support grant across Wales which has resulted in an increased allocation in Monmouthshire from £112,097 in 2018-19 to £311,188 in 2019-20. The additional investment is in recognition of the vital role of youth work, youth services and youth engagement and progression activities in the context of early intervention and prevention, and is designed to provide additionality beyond that which is currently provided by the local authority or partners in Monmouthshire.
- 3.2** The Mental/ Emotional Health & Wellbeing allocation of £64,715 will be used to implement the Shift programme in Monmouthshire, offering support to young people with emerging mental health, emotional or wellbeing issues in schools and the community. The programme will introduce improved early identification procedures, one to one and group mentoring support, use of non-clinical youth work approaches to develop resilience and emotional regulation skills in young people, and stronger systems for the monitoring and tracking of those identified as in need of support.
- 3.3** The Youth Homelessness allocation of £125,131 will be used to implement the Compass programme aimed at homelessness prevention in the four secondary schools in Monmouthshire, as well as the Pupil Referral Service and Mounton House. The programme will tackle homelessness in young people's hostels by providing mentoring support and guidance to those already living in supported accommodation, and developing a lead worker function to work collaboratively across housing, health, education, social care and the voluntary sector. This funding will also support homelessness understanding and awareness training, improved early identification tools accounting for indicators of youth homelessness, and development of appropriate referral mechanisms and pathways for identified young people.
- 3.4** The Core Grant allocation of £121,342 will be used to support and enhance existing youth provision in Monmouthshire, supporting both open access and targeted youth work, and youth engagement and progression framework activity. This will include strengthening outreach work outside of town centres, establishing sufficient levels of Welsh Language provision, and enhancing targeted provision, as well

as strengthening the Engagement & Progression Coordinator and Lead Worker functions, and contributing to the delivery of regional ESF programmes. Training and professional development opportunities, including professional youth work qualifications, will also be provided through this funding.

- 3.5** The Youth Support Grant activity plan is a collaborative plan developed jointly between Youth Enterprise and the Youth Service in Monmouthshire and is led by the Youth Service Manager/ Principal Youth Officer and Youth Enterprise Manger/Engagement Progression Coordinator. Youth Enterprise and the Youth Service will continue to deliver the core elements of the Youth Support Grant, whilst extending provision into mental health and wellbeing and youth homelessness prevention.

4. OPTIONS APPRAISAL

Option	Benefits	Risks
Do nothing	None identified	<ul style="list-style-type: none"> - Lack of provision aimed at early intervention and prevention in the areas of youth homelessness and mental/emotional health and wellbeing. - Loss of Youth Support Grant funding.
Commission other services to deliver priorities	<ul style="list-style-type: none"> - Expertise from specialist services 	<ul style="list-style-type: none"> - Not delivered in a youth work context - Does not build on existing youth work provision and partnerships
Youth Enterprise and Youth Service implement the 2019-20 YSG Activity Plan	<ul style="list-style-type: none"> - New programmes introduced to Monmouthshire to fill identified gaps in the current provision. - Improved Mental/Emotional health and wellbeing amongst young people supported by Shift. - Reduced risk of homelessness amongst young people supported by Compass. - New programmes to contribute to the reduced risk of young people becoming NEET (not in education, employment or training) 	<ul style="list-style-type: none"> - Short term funding, subject to change on an annual basis

5. EVALUATION CRITERIA

- 5.1 An evaluation assessment has been included in Appendix 1 for future evaluation of whether the decision has been successfully implemented. (To be inserted).

6. REASONS:

- 6.1 The Youth Support Grant Activity Plan is designed in the context of Youth Work and Youth Engagement and Progression activity. It will complement and bring additionality to the existing offer from housing and mental health support services in Monmouthshire, and provide a high quality programme of support where provision does not currently exist.
- 6.2 Through partnership working with the Local Authority housing service and children's services (early intervention service) it is clear that there is a need locally for earlier intervention and support for young people with mental health and wellbeing concerns, and those at risk of becoming homeless, through a youth work approach.
- 6.3 The mental/emotional health and wellbeing activity will contribute toward the outcomes identified in the Mind Over Matter report and the developing whole school approach to mental health and wellbeing.

6.4 The youth homelessness activity is part of a national approach to prevent youth homelessness and tackles its root cause, and aligns with the Welsh Governments mission to end Youth Homelessness by 2027.

7 **RESOURCE IMPLICATIONS:**

7.1 Delivery of the Core Grant Activity and Shift programme will require three additional members of staff. The post of Welsh Language Youth Support Worker will be Band F SCP 25 -29, in line with existing Youth Support Worker posts. The Youth Work Apprentice posts will be paid National Minimum Wage based on age in line with existing apprenticeships within the authority.

7.2 Delivery of the Compass programme will require the secondment of two existing staff members to the new posts of Youth Homelessness Coordinator and Youth Homelessness Worker. Job evaluation for these posts has resulted in a grading of Band H SCP 33-37 and Band G SCP 29-33 respectively. The ICT & Administration Apprentice post will be paid National Minimum Wage based on age in line with existing apprenticeships within the authority.

7.3 All activity will be funded through the Welsh Government Youth Support Grant. Contract and secondment periods will fall in line with the confirmed duration of the funding. There will be no additional cost to the authority.

8 **WELLBEING OF FUTURE GENERATIONS IMPLICATIONS(INCORPORATING EQUALITIES, SUSTAINABILITY, SAFEGUARDING AND CORPORATE PARENTING):**

The Youth Support Grant will improve open access youth provision, targeted youth provision, develop Welsh Language youth provision and enhance Youth Engagement and Progression Activity. It will also deliver new provision aimed at early intervention and prevention in mental health and wellbeing, and youth homelessness.

It is anticipated that the grant will have a positive impact on young peoples' social, emotional, health and wellbeing, education and skills and potential to experience homelessness. This proposal does acknowledge that due to personal, social and educational barriers, provision will not be able to impact on every young person.

9 **CONSULTEES:**

Chief Officer for Children and Young People

Chief Officer for Enterprise

Chief Officer for Social Care, Safeguarding and Health

Children and Young People Departmental Management Team

Enterprise Senior Leadership Team

Social Care, Safeguarding and Health Departmental Management Team

Head of Enterprise and Community Development

Head of Tourism, Leisure, Culture and Youth

10. **BACKGROUND PAPERS:**

Evaluation Criteria (Appendix 1)

Future Generations Evaluation (Appendix 2)

Youth Support Grant Planning Template 2019/20 (Appendix 3)

Welsh Language Youth Support Worker job description (Appendix 4)

Youth Work Apprentice job description (Appendix 5)

Youth Homelessness Coordinator job description (Appendix 6)

Youth Homelessness Worker job description (Appendix 7)

IT & Administration Apprentice (Appendix 8)

11. AUTHOR:

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12. CONTACT DETAILS:

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Appendix 1 - Evaluation Criteria – Cabinet, Individual Cabinet Member Decisions & Council

Title of Report:	Youth Support Grant
Date decision was made:	27 th March 2019
Report Author:	Hannah Jones / Josh Klein

What will happen as a result of this decision being approved by Cabinet or Council?

The implementation of the Youth Support Grant Activity Plan – Core Youth Support activity, Youth Engagement and Progression Framework activity, and the additional funding aimed at early intervention and prevention in the areas of mental/emotional health and wellbeing and youth homelessness.

12 month appraisal

What benchmarks and/or criteria will you use to determine whether the decision has been successfully implemented?

The following criteria will determine whether the decision has been successfully implemented:

- Sustaining a continued reduction in the number and percentage of NEET Y11, Y12 and Y13 school leavers
- Continued reduction in the number of NEET young people 16 -24 years
- Improved future pathway opportunities in particular local employment
- Improved co-ordination of support and interventions for young people most at risk or who are NEET
- Sustaining open access youth work provision
- Targeted/specific youth work provision
- Welsh language youth provision
- Upskilling Youth Enterprise and Youth Service staff providing a high quality provision
- Developing additional online resources to improve on the level of information accessible to service users
- Early Identification Tool – mental/emotional health and wellbeing and youth homelessness indicators
- Implementing the mental/emotional health and wellbeing programme - Shift
- Implementing the youth homelessness programme - Compass

12 month appraisal

What is the estimate cost of implementing this decision or, if the decision is designed to save money, what is the proposed saving that the decision will achieve?

There are no additional resource implications for the Council, for the Youth Support Grant, all costs will be managed within the grant allocation

12 month appraisal

Any comments



Future Generations Evaluation (includes Equalities and Sustainability Impact Assessments)

<p>Name of the Officer Hannah Jones, Josh Klein</p> <p>Phone no: 07738 340 418 / 07766 094894 E-mail: hannahjones@monmouthshire.gov.uk / joshklein@monmouthshire.gov.uk</p>	<p>Please give a brief description of the aims of the proposal</p> <ul style="list-style-type: none"> To implement the Youth Support Grant Activity Plan – Core Youth Work activity, Youth Engagement and Progression activity and the additional funding aimed at early intervention and prevention in the areas of mental/emotional health and well – being and youth homelessness
<p>Name of Service: Youth Enterprise and Youth Service</p>	<p>Date Future Generations Evaluation 15th February 2019</p>

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.




1. Does your proposal deliver any of the well-being goals below? Please explain the impact (positive and negative) you expect, together with suggestions of how to mitigate negative impacts or better contribute to the goal.



Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs</p>	<p>This proposal will support and enhance youth provision in Monmouthshire; open access and targeted youth work, youth engagement and progression framework activity, strengthen outreach work and establish sufficient levels of welsh language youth provision. The additional funding will contribute to improve young people’s mental/emotional well-being and youth homelessness in Monmouthshire.</p>	<p>The Youth Support Grant will be monitored via the Economy and Development Select and the Children and Young People Select as part of the Youth Enterprise and Youth Service offer.</p>

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
	The aim of the proposal is to equip young people with the skills and behaviours on manage their lives and make informed decisions for their future pathways in sustaining education, employment and training.	
A resilient Wales Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)	The Youth Support grant will address issues such as waste, recycling, minimize energy usage and efficient use of such resources, whilst also raising awareness of environmental issues and healthy lifestyles.	A partnership approach youth enterprise and youth service sharing expertise, networks and resources will ensure a good quality provision for our young people.
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The aim of the proposal is to create the conditions for all young people to thrive, particularly those most at risk It will enable young people to feel confident and capable in school and the community with peers and others. The activities will equip young people with the appropriate skills to manage and improve their mental/emotional health and wellbeing and reduce the risk of becoming NEET (not in education, employment and training)	The one to one support from responsible partners will enable us to identify and address individual need. Setting agreed goals and reinforcing recognition and achievements. A reduction in the barriers to participation is a key element to enable young people to be engaged, supported and valued. The level of support offered will be high and consistent.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The programmes will encourage safe and appropriate use of IT and the internet, developing young peoples' ICT literacy skills, preparing them for further learning, education, training and the world of work. The programmes will link to the wider community, helping young people be active citizens in their community and have a greater awareness of community safety.	Encourage safer use of the internet and raise awareness of the harmful effects and consequences of inappropriate use of social media Develop additional online resources to improve on the level of information that is accessible to service users through use of existing webpages and social media.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
<p>A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing</p>	<p>The programmes will work to ensure high standards are met and maintained that do not conflict with the global drivers</p>	<p>Youth Enterprise and Youth Service will share resources and good practices to ensure young people have the best opportunities to engage in global wellbeing and how this impact's on their community.</p>
<p>A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation</p>	<p>The programmes will have marketing, publications and printed literature available bilingually where appropriate. The projects/activities will conform to the Welsh Language Legislation Welsh Language Wales Measure 2011 and accompanying welsh language standards. The Youth Service will employ a Welsh Youth Worker as part of the Core Youth Support Grant to develop and sustain sufficient levels of Welsh language youth provision.</p>	<p>Welsh speaking young people participating in welsh language youth provision embracing the vibrant welsh culture and language.</p>
<p>A more equal Wales People can fulfil their potential no matter what their background or circumstances</p>	<p>The programmes will develop effective ways to engage and provide support for those individuals regardless of ethnic origin, gender, disability sexual orientation or religion to ensure all young people actively participate in and benefit from the offer.</p>	<p>With the ability to better understand research and data giving us the opportunity for targeted work with our schools and communities in developing the new programmes – mental/emotional health and wellbeing and youth homelessness.</p>

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Long Term</p> <p>Balancing short term need with long term and planning for the future</p>	<p>The proposal aligns with the wellbeing objective of the council; to provide children and young people with the best possible start in life. The programmes will contribute to reducing inequality and help build sustainable and resilient communities.</p> <p>This will reduce the likelihood of future or continuing poverty amongst young people. It will also deliver improved health and well-being for young people, whilst also instilling a work ethic for young people and seeing aspiration levels rise.</p>	<p>The aim is to develop resilience in those young people 'most at risk' or who are NEET, to improve their confidence and skills.. Thus enabling them to progress into education, employment or training.</p>
 <p>Collaboration</p> <p>Working together with other partners to deliver objectives</p>	<p>Youth Enterprise and Youth Service will work with key partners within the local authority, third and voluntary sector including schools in delivering the key priorities set out in the Youth Support Grant Activity Plan</p>	<p>Youth Enterprise and Youth Service offer services within the community working with partners to the benefit of young people</p>
 <p>Involvement</p> <p>Involving those with an interest and seeking their views</p>	<p>The programmes will involve young people in the design delivery, evaluation and redesign of the learning experiences. As part of the learning journey, the team understands the necessity for bespoke interventions involving the young person and fostering shared responsibility and autonomy of the young person as well as constant progress.</p>	<p>The programmes will discuss at point of referral the young person's needs, where they are at and explore future pathways. It will provide formative reviews of the learning experience, have informal discussions and evaluations during and at end of programmes.</p>

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p data-bbox="136 520 275 547">Prevention</p> <p data-bbox="327 280 506 547">Putting resources into preventing problems occurring or getting worse</p>	<p data-bbox="533 209 1330 432">The proposal is aimed at early intervention and prevention in the areas of mental/emotional health and wellbeing, youth homelessness and risk of young people becoming NEET. The core youth work activity will support and enhance existing youth provision and strengthen outreach work encouraging community cohesion.</p> <p data-bbox="533 472 1330 616">It is anticipated that the long term impact of the programmes will challenge behaviors, actions and attitudes, subsequently establishing firm foundations on which to provide support and generic skills in the future.</p>	<p data-bbox="1352 209 2119 336">The programmes will be monitored and reviewed as part of the action plan to ensure activities are on track and then young people feel the programmes are meeting their needs and expectations.</p>
 <p data-bbox="136 895 282 922">Integration</p> <p data-bbox="327 655 506 922">Considering impact on all wellbeing goals together and on other bodies</p>	<p data-bbox="533 655 1330 839">Implement the Shift programme in Monmouthshire offering support to young people with emerging mental health, emotional or wellbeing issues with an aim to develop resilience in young people through non-clinical support using youth work approaches in school and the community</p>	<p data-bbox="1352 655 2119 783">The programme will be monitored and reviewed through the number of young people that engage, the number of young people that improve their mental/emotional health or wellbeing needs.</p>

3. Are your proposals going to affect any people or groups of people with protected characteristics? Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	We aim to engage with young people 11- 25 years, particularly most at risk of becoming NEET (not in education, employment or training) or who are NEET, young people with mental/emotional health and well-being concerns and young people at risk of homelessness.	None identified	The offer will focus on the future aspiration of the county's young people
Disability	We aim to engage and support young people to meet individual needs without discrimination.	None identified	All young people regardless of disability will be encouraged to participate
Gender reassignment	We aim to provide a provision which is inclusive for transgender people and groups We will address any issues in regards to work placements, employment and training opportunities.	None identified	All young people regardless of gender assignment will be encourage to participate
Marriage or civil partnership	Not applicable	None identified	N/A
Pregnancy or maternity	Risk assessment will be in place for pregnant young people ensures all health and safety measures have been addressed and the well-being of the young person is paramount.	None identified	N/A
Race	Young people referred onto our projects will be given the same opportunities regardless of race. The relevant support will be provided to meet individual needs	None identified	All young people regardless of race will be encouraged to participate

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Religion or Belief	We aim to offer bespoke packages of support that will take into account young peoples' religion and religious beliefs.	None identified	All young people regardless of religion or belief will be encouraged to participate.
Sex	We aim to offer opportunities that will take into account individual needs regardless of sex.	None identified	N/A
Sexual Orientation	We aim to offer opportunities that will take into account individual needs regardless of sexual orientation.	None identified	All young people regardless of sexual orientation will be encouraged to participate
Welsh Language	We will adhere to the Welsh Government Welsh Language Policy. We will aim to provide bilingual learning opportunities if there is a need.	None identified	All marketing and promotional materials will be produced bilingually

4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities? For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?

Safeguarding	Safeguarding is a priority, young people on our programmes will have a multiple barriers and are vulnerable individuals. The programmes will link with Building Stronger Families, Multi-Agency Early Support and Prevention Referral and Intervention Pathway Panel, monthly multi-agency meetings in schools and monthly Keeping in Touch meetings.	None identified	All youth enterprise and youth service staff and volunteers have completed the Safeguarding level 1
Corporate Parenting	The programmes target young people who are looked after children (LAC) and care leavers. We aim to provide a tailor package which is flexible to their needs and circumstances.	None identified	N/A

5. What evidence and data has informed the development of your proposal?

- The Local Authority Early Identification process identifying young people most at risk in key stage 3 and 4.
- The Careers Wales 5 Tier model data, identifying young people 16 -18 years in tier 1 and 2 who are not in education, employment or training Young people 19 -24 years who are vulnerable and are still in education.
- The Youth Service Welsh Government Audit 17/18 stated 3159 number of reach registered number of young accessing Open Access provision
- 3.4% of young people aged 11-16 received Welsh medium education (most recent data available September 2017).
- Finding from the National Assembly for Wales Mind Over Matter Report
- The 2017/18 Student Health and Wellbeing research carried out in all secondary school in
- In 17/18 there were 36 secondary school pupils in Monmouthshire who were persistently absent from school due to mental health reasons.
- Make your Mark assemblies and consultations which took place in Monmouthshire's' secondary schools in October 2018
- Data relating to the number of young people declaring themselves as homeless

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

It is anticipated that the Youth Support Grant activities will have a positive impact on the young peoples' social, emotional, health and wellbeing, education and skills. This will develop their resilience and improve their life chances. This proposal does acknowledge that due to personal, social and educational barriers, provision will not be able to impact on every young person.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
To implement the Youth Support Grant Activity – Core Youth Work activity, Youth Engagement and Progression activity and the additional funding aimed at early intervention and prevention in the areas of mental/emotional health and well – being and youth homelessness	April 2019	Hannah Jones Josh Klein	To be reported on an annual basis

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	October 2019
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	Individual Cabinet Members Decision	27 th March 2019	

Appendix 3 - Youth Support Grant Planning Template 2019/20

Local Authority	A) Core Youth Support Grant (YSG)	<i>Minimum spend of Core YSG for YEPF activity</i>	B) Mental/ Emotional Health & Wellbeing	C) Youth Homelessness	Total Indicative Allocation
Monmouthshire	£121,342	£39,237	£64,715	£125,131	£311,188

Guidance: While we expect you to be working towards all of the identified criteria, we acknowledge that there are already systems in place locally, and that not all of the criteria-related activity will necessarily be funded through the Youth Support Grant. However, in completing this plan you will be asked to identify your priority areas to be funded through the Youth Support Grant and, in doing so, reference them against the identified, relevant criteria. Where other sources of funding are being utilised to work towards other grant criteria, and no Youth Support Grant funding is being requested to support their delivery, you are asked to identify them and summarise how they are being addressed through local arrangements in the final section. Finally, while we want an integrated approach, during this first year of additional funding we are asking you to populate separate priority areas for your allocations against B) Mental/Emotional Health and Wellbeing, and C) Youth Homelessness. This is to help ensure clarity and create transparency as to how new funding is being utilised.

A) Core Youth Support Grant Criteria 2019/20

The 2019/20 Core Youth Support Grant allocation is to support you to:

1. *Strengthen your ability to deliver both open access and targeted/specific youth work provision, according to locally identified needs, and in line with the National Occupational Standards and 'Youth Work in Wales: Principles and Purposes'*
2. *Strengthen relationships with Voluntary Sector partners in Wales, ensuring opportunities for collaborative/partnership working in the planning and delivery of services to young people*
3. *Work towards achieving the Bronze, Silver, or Gold Quality Mark for Youth Work in Wales, or equivalent successor arrangements*
4. *Support the professional learning and locally identified training needs for staff (both yours and partners where deemed appropriate), including professional youth work qualifications. This does not include generic training such as safeguarding, health and safety and food hygiene*
5. *Strengthen and embed the Engagement and Progression Coordinator (EPC) function as identified in the current Framework and any future iteration.*
6. *Strengthen and embed brokerage functions and lead worker support as identified in the current Framework and any future iteration*
7. *Work collaboratively at regional and national levels to enable more effective delivery of Youth Work and Youth Engagement and Progression Framework activity*
8. *Draw in additional resources (financial /human); including via support for regional ESF delivery of the NEET youth employment and attainment objectives*
9. **New** – *make progress towards establishing sufficient levels of Welsh Language provision, reflecting on the percentage of young people which have received Welsh medium education, and working towards the delivery of increased opportunities for young people to use Welsh*
10. **New** – *assess the quality, and accessibility*, of local information aimed at supporting young people to access services and make positive choices, strengthening these arrangements where deemed necessary.*

** including through the use of modern technologies.*

As in previous years, qualified Youth Work Staff funded by the Youth Support Grant are required to be registered with the Education Workforce Council. This must be confirmed in your plan. It is also expected that your plan clearly states how the provision/s is meeting some of the Welsh Government's wellbeing indicators.

B) Mental/ Emotional Health & Wellbeing through youth work approaches

The Mental/ Emotional Health & Wellbeing allocation of the Youth Support Grant is to support you to:

11. **New** - Strengthen your youth work offer so it is better equipped to deliver, and increase access to*, provision aimed at the early identification and support of young people with emerging mental health, emotional or wellbeing issues. This should include a focus on developing resilience through non-clinical/community support
12. **New** - Strengthen collaborative, partnership working arrangements between the youth service and health, education, social care and voluntary sectors, ensuring a coordinated approach at a local level
13. **New** - Ensure appropriate referral pathways and mechanisms for the effective tracking of young people identified as in need of support are in place and enhanced where appropriate
14. **New** - Your plan should articulate how these criteria are being met, commit to engaging with/aligning to the developing whole school approach to mental health and wellbeing (as more details are made available), and be agreed by Local Mental Health Strategy Boards.

* digital technology should be considered as a means of increasing availability and access.

To note: this is the first year of this new funding. In planning against this criteria it is recommended that you:

- develop a non-clinical model of intervention focusing on youth work approaches;
- reflect on the **Mind Over Matter** report findings and ensure that new approaches link with the developing **whole school approach to mental health and wellbeing** (when more detail is made available), including through shared early identification systems, referral pathways and brokerage systems;
- explore the role of the **Youth Engagement and Progression Framework**, which already has these systems in place to reduce NEET figures, expanding its scope to identify mental health and wellbeing risk factors and help broker support;
- recognise the need to work closely with local **Child and Adolescent Mental Health Services**, and **local primary mental health care support services**, to reduce demand for services through early identification and signposting to interventions;
- take a flexible approach according to local need, but reflect the important role that youth work plays in providing **safe places for young people** to meet their peers and trusted adults, combating against issues associated with **loneliness and isolation**;
- recognise the role of youth work in supporting young people to develop **their personal resilience and emotional regulation skills**; and
- ensure, therefore, that young people can access youth work, no matter where they live, alongside more targeted support depending on local need.

C) Youth Homelessness

The Youth Homelessness allocation of the Youth Support Grant is to support you to:

15. **New** – Deliver Youth Engagement and Progression Framework and youth work early intervention activity aimed at tackling youth homelessness. This must include:

- strengthening early identification systems to account for indicators associated with youth homelessness
- developing appropriate referral mechanisms, signposting, and pathways of support
- developing and delivering youth service-led training to practitioners across a range of local services so that they develop awareness of youth homelessness and understand how to support young people effectively

16. **New** – Employ a specific role aimed at establishing collaborative, partnership working arrangements across housing, health, education, social care, voluntary sectors, and a wide range of services/partners to ensure a coordinated approach and shared working practices. (Note: up to £68k has been allocated per authority for this purpose)

Strategic Context

Tell us about the context within your local authority. Things to consider might include:

- Social, economic, geographic, and language considerations
- Local structures for the planning and delivery of Youth Work, the Youth Service, Youth Support Services, and Youth Engagement and Progression Activity
- How the proposals that follow represent **additionality** beyond that which you and your partners currently offer. Please provide assurances that the proposed additional investment via the Youth Support Grant won't result in a withdrawal or displacement of existing local authority funding or provision.

Monmouthshire is often perceived to be leafy and affluent and in many aspects it is. However some of the differences within and between communities are stark especially when they exist side by side. There are wide variations in exam results between people from different social backgrounds who attend the same schools. There are many high earners living in our County but wages available locally are lower than other parts of Wales. Many people experience in-work poverty. The costs of living in our rural county and accessing very basic services such as transport and health provision are greater than the costs for people living in urban conurbations. (People Place Prosperity – A strategy for Social Justice 2017/22).

The Youth Support Grant will work to the purpose of Monmouthshire County Council: **'We want to help build sustainable and resilient communities that support the well-being of current and future generations.** This is at the heart of everything we do to improve the economic, social, environment and cultural well-being of Monmouthshire. The additional investment to improve Mental/Emotional Health and Well Being through youth work approach and the prevention and significantly reduction in Youth Homelessness is a much needed resource, this is evident from our existing provision in schools, community hubs and youth work settings. We will work to the corporate values of **Openness, Fairness, Flexibility and Teamwork** creating better outcomes for our children and young people by providing targeted preventative support complimenting established and existing services and provision for young people 11-25 years in Monmouthshire. The funding will address the Well –being Objective to 'provide children and young people with the best possible start in life'. We want our children and young people to industry ready, able to contribute locally and globally and meet the demands of a rapidly changing world environment. (Corporate Business Plan 2017/2022)

The Youth Service activity that forms part of Monmouthshire's Youth Support Services will report to Tourism, Leisure, Culture & Youth Management Team, Enterprise Senior Leadership Team, Monmouthshire's Youth Offer group and Children and Young Peoples Strategic Partnership to ensure and challenge performance monitoring and management. The Children and Young Peoples' Strategic Partnership is a performance group which reports directly to the Programme Board, which reports to the Public Service Board. Regular updates will be reported to and scrutinised by the Children and Young Peoples' Select Committee, Cabinet and the CYP Wellbeing group.

The Youth Engagement and Progression Activity will report to Enterprise and Community Developmental Management Team, Enterprise Senior Leadership Team, Post 16 Steering group (Voluntary, Statutory, Private and Third Sector Partners) and the Children and Young Peoples' Strategic

Partnership to ensure and challenge performance monitoring and management. The Children and Young Peoples' Strategic Partnership is a performance group which reports directly to the Programme Board, which reports to the Public Service Board. Regular updates will be reported to and scrutinised by the Economy and Development Select Committee, Children and Young Peoples' Select Committee and Cabinet. The Monmouthshire NEET Reduction Strategy 2018 -2021 – A Great Start for All sets out the vision or creating a NEET free county working with our schools, Careers Wales and key partners and the 6 key areas are in line with the priorities of the Youth Engagement and Progression Framework.

This offer has been informed by the Local Authority Services - Education, Children Services, Housing and Community Development, secondary schools, Careers Wales, Colleges and third sector partners such as Llamau and Young Carers. We have carried out research into the current gaps in provision for mental health and homelessness support for our young people and working closely with partners in developing the plan and long term vision to have a positive impact on the lives of our young people and their future aspirations.

Youth Homelessness activity will be integral to the Monmouthshire Homeless Strategy and be reflected in the action plan. It will ensure improved homeless performance and reduce young people presenting as homeless. This activity will report to the Supporting People & Homeless planning group,

The proposed additional investment via the Youth Support Grant will not result in a withdrawal or displacement of existing local authority funding or provision. The offer has been scrutinised by Enterprise Senior Leadership Team, Children and Young People Senior Leadership Team and an Individual Cabinet Members Decision to gain approval for the additional investment to be used as outlined in this report. Regular updates will be reported to and scrutinised by the Economy and Development Select Committee, Children and Young Peoples' Select Committee, Cabinet and the CYP Wellbeing group.

A) Core Youth Support Grant

Needs Analysis:

In relation to the core youth support grant criteria, please identify the priority areas for your locality and set out how these were identified. In doing so please reference:

- ***data***, including your approach to the analysis of the data available to you and any relevant findings;
- ***the voice of young people***, including your approach to engaging with them across your local area, and the outcomes of these discussions;
- ***self-evaluation***, including your approach to assessing the level and quality of local provision/services, and the identification of areas to be strengthened via the Youth Support Grant, to ensure a sufficient level of provision across your local area; and
- ***collaboration***, including your partnership working arrangements and the outcomes of consultation with third sector partners and other organisations.

Youth Engagement and Progression Activity

The priority areas for Monmouthshire under the Youth Engagement and Progression Activity are as follows:

- Sustain the EPC function
- Continue to support the Lead Worker function in line with the current framework and future iteration
- Draw in additional resources for the regional ESF delivery of the NEET youth employment and attainment objectives

The data findings to support this work is the Local Authority Early Identification Tool identifying young people most at risk of becoming disengagement in Key Stage 3 and 4. Tool developed in 2018 for key stage 2 further discussions with schools on the tool and subsequent support. Tier data from Careers Wales monitoring the number of young people that are NEET in tiers 1, 2 and 3.

The voice of young people is through our youth work relationship providing young people with the opportunity to provide feedback and explore how to develop their programme through a person centred approach. Our qualifications, each unit in every qualification offers young people the opportunity to reflect on the unit and ways to improve qualifications and teaching. Young People also offered choice of qualification and units within it. The events that the Youth Enterprise Team deliver for example, Global Entrepreneurship Week and International Women's Day with our schools, young people provide feedback that shapes our future events

Our self-evaluation is assessed in terms of the level and quality of local provision/services through our Service Improvement Plan which is reported to on a quarterly basis to ensure that we are on target and have sufficient levels of provision in Monmouthshire. This is also monitored as part of the Monmouthshire NEET Reduction Strategy 2018-2021 – A Great Start for All Action Plan, which is scrutinised on an annual basis.

We work collaboratively with our secondary schools, Pupil Referral Service, Mounon House Special Schools, Careers Wales, Coleg Gwent Young Carers and other key partners working towards the Monmouthshire NEET Reduction Action Plan in reducing the risk of disengagement and young people becoming NEET.

The priorities areas in Monmouthshire under the Youth Service Activity are;

- Open Access Youth Work Provision
- Targeted / Specific Youth Work Provision
- Welsh Language Youth Provision

Data - Youth Service Welsh Government Audit 17/18 stated 3159 number of reach registered number of young accessing Open Access provision, demonstrating a clear demand for this provision. .

There is currently a need to develop Welsh Language youth provision in Monmouthshire, with 3.4% of young people aged 11-16 received Welsh medium education (most recent data available September 2017).

The voice of young people is through our youth work relationship providing young people with the opportunity to provide ideas and suggestions through a person centred approach. For example through face to face conversations with young people on the GIRL project work in schools, our LGBT/Equality groups which work discuss and agree on what issues around the 9 protected characteristics of the Equality Act 2010 specifically they'd like to work towards as well as responding to requests from the school to meet their needs.

Our self-evaluation is assessed in terms of the level and quality of local provision/services through our Service Business Plan and Delivery Plan which is reported to on a quarterly basis to ensure that we are on target and have sufficient levels of provision in Monmouthshire.

We work collaboratively with organisations such as the following to deliver projects and support young people: Pride Cymru, Police, Primary/Secondary schools, Sports Development, NHS, Police for ASB figures, PRS, Umbrella Cymru, and Pride Cymru for LGBT. Road Safety for Cycling Monmouthshire, Social Services, F2F, GP surgeries, Region Youth Forum, Fixers, Local Politicians, Local Councillors.

Youth Support Grant funded activity	Cost	Outcomes	Relevant Grant Criteria (1,2,3, etc)
Priority A – Strengthen and embed the EPC function as identified in the current framework and future iteration :	£34,237		5, 7

<p>To ensure commitment from schools, Careers Wales, Coleg Gwent and other partners as identified in the Monmouthshire NEET Reduction Strategy – A Great Start for All Action plan working towards the common aspiration of a NEET free county.</p> <p>To support the engagement and progression of young people in key stage 3, 4 and 5 risk of disengagement and becoming NEET. Brokering interventions for those most at risk, working with schools and partners in developing bespoke provision.</p> <p>To guarantee that young people that are NEET, identified in the Career Wales 5 tier model have access to the right opportunities and provision to sustain engagement and progression. Priority of the local Keeping in Touch Group</p> <p>To promote and monitor employability and training programmes that enhance young people’s skills and opportunities for future employment as identified in the local employability partnership.</p> <p>To lead, develop and coordinate a new apprenticeship ,Graduate and Internship programme for the Authority in conjunction with People Services</p> <p>Work collaboratively with regional partners to enable effective delivery of YEPP activity</p>		<p>Review and approve Service Level Agreements with all secondary schools and Careers Wales. Develop Service Level Agreement with 2 other partners Y11 1.1% (9) NEET school leavers Y12 1.1% (5) NEET school leavers Y13 1.8% (8) NEET school leavers</p> <p>Hold allocation meetings with schools in January and July to determine appropriate support and interventions for pupils in Key Stage 3 and 4</p> <p>Movement of young people from tier 1,2 3 to tier 4 and 5 within a designated time period.</p> <p>Number of young people supported into employment and training, including Apprenticeships.</p> <p>Approval of Local Authority Apprenticeship, Graduate and Internship Strategy</p>	
<p>Priority B - Strengthen and embed brokerage functions and lead worker support as identified in the current Framework and any future iteration:</p> <p>To embed the ‘Next Steps’ process within our secondary schools, Mounton House Special School and Pupil Referral Service to monitor young peoples expected destinations over an extended period to ensure that appropriate interventions can be put in place.</p> <p>To support those most vulnerable young people including LAC, working closely with the LACE Coordinator to break down any barriers to progression.</p>	<p>£5000</p>	<p>More comprehensive transition process for Year 11 leavers and reduced risk of young people becoming NEET.</p> <p>Improved access to future pathways and appropriate alternative provision</p> <p>Bespoke learning and support opportunities post 16 for those with more complex needs and barriers.</p>	<p>6</p>

<p>To engage young people in the review and improvement of services to ensure young people are resilient, well-equipped and have transferable skills for an ever changing and diverse future employment market.</p>		<p>Number of young people engaged in service review</p>	
<p>Priority C - Draw in additional resources (financial /human); including via support for regional ESF delivery of the NEET youth employment and attainment objectives</p> <p>To support the Inspire2Achieve (I2A) programme offering young people identified as red in Key Stage 3 and 4 a series of interventions to reduce the risk of disengagement</p> <p>To support the Inspire2Work (I2W) programme offering young people NEET in tier 1 and 2 of the Careers Wales 5 tier model, 18 -24 years that are unemployed and those 16 -24 years unemployed who are most vulnerable qualifications and employability skills.</p>	<p>£15,000</p>	<p>Number of young people gaining a qualification upon leaving I2A Number of young people enter education or training upon leaving I2A Number of young people reduced risk of NEET upon leaving I2A Number of young people gain qualifications upon leaving I2W Number of young people enter education or training upon I2W Number of young people enter employment upon leaving I2W</p>	<p>8</p>
<p>Priority D - Strengthen our ability to deliver open access and targeted/specific youth work provision, according to local identified needs, by working with voluntary sector partners where appropriate, ensuring opportunities for collaborative / partnership working in the planning and delivery of services to young people.</p> <p>This work will include employing one Welsh-speaking Youth Support Worker and two Youth Work apprentices to: Supporting the operation of two full-time centres and nine youth club/after school session/lunch time clubs in secondary schools. This will include Welsh-language provision.</p> <p>Facilitating school holiday provision across the county, which includes educational trips and visits.</p> <p>Strengthening outreach work outside of town centres (including parks, skate parks and playing fields) to offer activities, events and offer information and Youth Work support as a preventative measure. This outreach work can be based on local knowledge or anti-social behaviour intelligence. This work develops area-specific Youth Provisions based around needs, working with voluntary sector partners on a collaborative approach.</p>	<p>£61,701</p>	<p>Number of young people accessing after school/lunch time provision</p> <p>Improve number of welsh speaking provision across the county, for those welsh speaking young people</p> <p>Number of young people engaged in school holiday provision</p> <p>Number of young people who access youth worker support in the community</p> <p>Number of young people engaged in targeted Youth Work</p> <p>Number of target projects increased</p> <p>Number of voluntary partnerships increased</p>	<p>1, 2, 4, 9,</p>

<p>Make progress towards establishing sufficient levels of Welsh Language provision, and working towards the delivery of increased opportunities for young people to use Welsh</p> <p>Support targeted Youth Work provision such as LGBT / Equality & Diversity work, the GIRL Project and Year 6 Transition programme.</p>			
<p>Priority E – To support the professional learning and identified training needs of staff and partners</p> <p>Equip 2 members of staff with a minibus license including:</p> <ul style="list-style-type: none"> - PCV D1 Starter Pack (PCV Medical, PCV Theory Tests & Online Revision Materials) - PCV D1 Driver Training (2 days) & Test <p>Provide relevant training and development opportunities to upskill staff and ensure they are equipped to deliver provision aimed at early identification and support of young people with emerging mental/emotional health and wellbeing concerns, including:</p> <ul style="list-style-type: none"> - Mental Health First Aid Kit (Wales) to 10 staff - ACES training to 10 staff <p>2 apprentices engaged in the Level 2 Award in Youth Work Practice or/and Level 2 / 3 Certificate in Youth Work Practice.</p>	£3,314	<p>Staff are trained and upskilled staff have developed knowledge, competence and confidence in their roles</p> <p>Increase access and mobility for young people across the county involved with the service.</p> <p>Number of staff trained</p> <p>Number of training opportunities</p> <p>Number of staff completing accredited qualifications in mental health/wellbeing</p>	4
<p>Priority F - Develop additional online resources to improve on the level of information that is accessible to service users through use of existing webpages and social media</p>	£2,000	Recorded visits to information pages on website	10

A) Core YSG: 6 month update – to be completed by 31 October 2019

Update on Youth Support Grant funded activity	Spend	Progress toward Outcomes	Relevant Grant Criteria (1,2,3, etc)

A) Core YSG: 12 month update – to be completed by 31 March 2020

Update on Youth Support Grant funded activity	Final Spend	Progress toward Outcomes	Relevant Grant Criteria (1,2,3, etc)

Note: Please add additional priority areas as required by copy/pasting sections of the template

B) Mental/Emotional Health & Wellbeing

Needs Analysis:

In relation to the Mental/Emotional Health and Wellbeing grant criteria, please identify the priority areas for your locality and set out how these were identified. In doing so please reference:

- **data**, including your approach to the analysis of the data available to you and any relevant findings;
- **the voice of young people**, including your approach to engaging with them across your local area, and the outcomes of these discussions;
- **self-evaluation**, including your approach to assessing the level and quality of local provision/services, and the identification of areas to be strengthened via the Youth Support Grant, to ensure a sufficient level of provision across your local area; and
- **collaboration**, including your partnership working arrangements and the outcomes of consultation with third sector partners and other organisations.

The priorities areas in Monmouthshire are:

- Providing relevant training in mental health and wellbeing
- Develop early identification process in collaboration with the EPC
- Implement the Shift programme

Data - In April 2018 it was estimated that three children in every average size classroom in Wales will have a mental health issue and at the age of 14 half of the mental health problems will have begun; as stated in the National Assembly for Wales Mind Over Matter Report. Although the report recognises the improvements made in specialist children and adolescent mental health service (CAMHS) in the last two years, the report makes clear recommendations to equip our children with skills, confidence and tools to be emotionally resilient. To intervene much earlier, addressing the needs of distress before they take root.

The 2017/18 Student Health and Wellbeing research carried out in all secondary school in Wales showed that: 27% of students in Monmouthshire feel a lot of pressure from school work they have, this is above the national average in Wales. In Monmouthshire 32% of students feel that there isn't enough support in school for students who feel unhappy, worried or unable to cope. Monmouthshire's Well-being Plan (Nov 2017) aims to give children and young people the best possible start in life by 'supporting the mental health and emotional well-being of children' as well as 'working with schools and services for children to focus on well-being rather than just exam results'.

In 17/18 there were 36 secondary school pupils in Monmouthshire who were persistently absent from school due to mental health reasons.

National findings regarding ACES tells us that young people's resilience is supported by positive relationships with a trusted adult, somewhere to go and a sense of belonging. Young people who aren't resilient are less likely to have positive outcomes later in life, and are at higher risk of developing mental illness.

Make your Mark assemblies and consultations took place in Monmouthshire's secondary schools in October 2018, where 2788 young people took part in the opportunity to say what matters most to them in Monmouthshire. Mental Health was the top priority for young people. These results have been used to influence change in Monmouthshire and direct the work of Monmouthshire's Youth Council (Engage to Change).

Youth Workers have gathered information from face to face conversations with young people and LGBT peer support groups, building case studies which map their journeys travelled; showing evidence of the benefits of youth work interventions/approaches to support those young people with emerging mental health issues. Monmouthshire Youth Service has already worked closely with Children Services, CAMHS and Monmouthshire's Early Help Panel, sharing information, good practice and exploring the added value of the Mental/Emotional Health and Wellbeing grant. The Youth Service will work with School Inclusion, the YEPF early identification tool, School Wellbeing leads, Early Help Panel and parents to identify young people with emerging mental health, emotional or wellbeing issues.

Youth Support Grant funded activity	Cost	Outcomes	Relevant Grant Criteria (1,2,3, etc)
<p><u>Priority A</u> - Working with the local authority Engagement and Progression Coordinator, further developing the early identification process to account for risk factors associated with mental health and wellbeing.</p>	£3,000	Number of young people identified as at risk and supported	13
<p><u>Priority B</u> - Implement the Shift programme in Monmouthshire offering support to young people with emerging mental health, emotional or wellbeing issues with an aim to develop resilience in young people through non-clinical support using youth work approaches in school and the community.</p> <p>The programme will be delivered throughout Monmouthshire through a place-based approach, working in schools and communities to:</p> <ul style="list-style-type: none"> - Coordinate and respond to referrals and young people identified through the early identification process - Develop a system for effectively tracking young people identified as in need of support - Use youth work interventions and youth work methodology to offer person-centred direct support (including one to one mentoring and small group work) to young people, enabling them to establish and maintain positive and safe relationships with a trusted adult, access support in their communities and develop cultural connections - Support young people to access information, advice and guidance, referring and signposting where necessary <p>This project will be delivered in line with the whole school approach to mental health and wellbeing, linking in with the Monmouthshire Public Service Board's CYP Wellbeing group. Staff will be trained under Priority B of the core YSG criteria.</p>	£53,715	<p>Number of young people engaged in the programme</p> <p>Number of young people who perceive an improvement in their mental health and emotional well-being</p> <p>Develop effective tracking systems to monitor engagement and progression</p> <p>Contribution to reduction in numbers of young people on the waiting list for clinical interventions reduced</p> <p>Contribution to reduction in persistent absent records in primary and secondary schools</p>	11, 12, 13, 14
<p><u>Priority C</u> – Implement the Shift Primary programme in Monmouthshire offering support to Year 6 pupils with emerging mental health, emotional or wellbeing issues with an aim to develop resilience in young people through non-clinical support using youth work approaches in school and the community.</p> <p>The programme will be delivered throughout Monmouthshire through a place-based approach, working in schools and communities to:</p> <ul style="list-style-type: none"> - Coordinate and respond to referrals and young people identified through the early identification process - Develop a system for effectively tracking young people identified as in need of support 	£8,000	Contribution to reduction in numbers of EOTAS referrals	

<ul style="list-style-type: none"> - Use youth work interventions and youth work methodology to offer person-centred direct support (including one to one mentoring and small group work) to young people, enabling them to establish and maintain positive and safe relationships with a trusted adult - Empower and support young people to access community provision to further develop positive relationships and emotional wellbeing. 			
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B) Mental/Emotional Health & Wellbeing 6 month update – to be completed by 31 October 2019			
Update on Youth Support Grant funded activity	Spend	Progress toward Outcomes	Relevant Grant Criteria (1,2,3, etc)

B) Mental/Emotional Health & Wellbeing 12 month update – to be completed by 31 March 2020			
Update on Youth Support Grant funded activity	Final Spend	Progress toward Outcomes	Relevant Grant Criteria (1,2,3, etc)

C) Youth Homelessness

Needs Analysis:

In relation to the Youth Homelessness grant criteria, please identify the priority areas for your locality and set out how these were identified. In doing so please reference:

- **data**, including your approach to the analysis of the data available to you and any relevant findings;
- **the voice of young people**, including your approach to engaging with them across your local area, and the outcomes of these discussions;
- **self-evaluation**, including your approach to assessing the level and quality of local provision/services, and the identification of areas to be strengthened via the Youth Support Grant, to ensure a sufficient level of provision across your local area; and
- **collaboration**, including your partnership working arrangements and the outcomes of consultation with third sector partners and other organisations.

The priority areas for Monmouthshire for Youth Homelessness are as follows;

- Provide training in Youth Homelessness
- Develop Early Identification Tool for at risk Youth Homelessness, building on the work of the Early Identification Tool for at risk of NEET
- Implement Youth Homelessness Prevention Project
- Employ Lead Workers and Co-ordinator to deliver and co-ordinate early intervention activity aimed at tackling youth homelessness and support young people at risk of homelessness in school and community settings and through outreach work with the most hardest to reach.

Data- 2016/17 15 young people aged 16/17 years declared themselves homeless and 167 young people aged 18 -24 years declared themselves homeless. In 2017/18 7 young people 16/17 years declared themselves homeless and 122 young people aged 18 -24 years declared themselves. Although there has been a reduction in youth homelessness in Monmouthshire over the last 2 years with the introduction of Positive Pathways, there is still clearly a need for further intervention and prevention and this provision will be integral and contribute to the Positive Pathways model and improved planning.

The Youth Enterprise Team engage with young people through our work, supporting our most vulnerable young people with a multiple barriers such as break down in family relationships mental health concerns etc, preventing them to effectively participate in education, employment or training. The team listen and act upon their concerns and advocate on behalf of the young people with specialist agencies. This approach will continue with our youth homelessness offer.

We have assessed the level and quality of local housing provision and services, and this has informed our activities in tackling youth homelessness and outcomes set.

The Youth Enterprise Team already work closely with Supporting People and the Local Authority Housing Options Team in supporting young people at risk of becoming homeless with employability support. The team recently attended a planning event exploring services funded by Supporting People for young people 16 -24years, sharing information and good practice and exploring the added value of the Youth Homelessness Grant.

Youth Support Grant funded activity	Cost	Outcomes	Relevant Grant Criteria (1,2,3, etc)
<u>Priority A</u> <ul style="list-style-type: none"> • Provide relevant training and development opportunities to upskill staff and develop their awareness of youth homelessness and understand how to support young people effectively 	£2000	Number of staff trained Number of training opportunities Number of staff completely accredited qualification in homelessness	15

<p><u>Priority B</u></p> <ul style="list-style-type: none"> To review and develop the local authority's existing Early Identification Tool to include indicators associated with Youth Homelessness to identify young people most at risk of becoming homeless <ul style="list-style-type: none"> Assess the correlation between identification of RED (most at risk of NEET) young people and most at risk of becoming homeless Develop an appropriate referral pathway for identified young people to access the appropriate support and intervention 	£20,556.01	<p>Develop and approve Early Identification Tool for most risk of homelessness</p> <p>Number of young people identified as at risk of homelessness and receiving subsequent support</p> <p>Number of young people of young people identified as red for most risk of NEET and red for most risk of homelessness and receiving subsequent support</p> <p>Number of young people identified for appropriate support and intervention</p>	15
<p><u>Priority C</u></p> <ul style="list-style-type: none"> Implement Youth Homelessness project - Compass in the 4 secondary schools in Monmouthshire, Pupil Referral Service, and Mounon House special school at Key Stage 3 and Key Stage 4, working closely with Inspire2Achieve programme 	£34,404.64	<p>Number of young people engaged in the project</p> <p>Number of young people gain a qualification</p> <p>Number of young people at risk of becoming homeless remained in the family home</p>	16
<p><u>Priority D</u></p> <ul style="list-style-type: none"> Implement Youth Homelessness project Compass to tackle youth homelessness in young people's hostels in Monmouthshire, providing mentoring support to those already in supported accommodation 	£18,946.10	<p>Number of young people engaged in the project</p> <p>Number of young people supported into accommodation</p> <p>Number of young people gain a qualification</p>	16
<p><u>Priority E</u></p> <ul style="list-style-type: none"> Implement Youth Homelessness project Compass to tackle youth homelessness with the most hard to reach young people through community and outreach work providing mentoring support and signposting young people to the appropriate agencies for specialist support 	£23,864	<p>Number of young people engaged in the project</p> <p>Number of young people at risk of becoming homeless remained in the family home</p> <p>Number of young people supported into accommodation</p>	16
<p><u>Priority F</u></p>	£8,546.38	<p>Number of looked after children engaged in the project</p>	15/16

<ul style="list-style-type: none"> Implement Youth Homelessness project Compass working with young people 11-25 years, in particular young people at risk of becoming NEET, those that are NEET and Looked After Children/ Care Leavers delivering interventions aimed at identifying individual barriers and supportive actions to reduce the risk of homelessness. 		<p>Number of Care Leavers engaged in the project</p> <p>Number of young people reduced risk of becoming homeless</p>	
<p><u>Priority G</u></p> <ul style="list-style-type: none"> Develop a co-ordinated function to work collaboratively across housing, health, education, social care, voluntary sector and a wide range of services/partners to coordinate support for young people at risk of homelessness <ul style="list-style-type: none"> This will be monitored through the local authority homelessness partnership and Keeping In Touch Group 	£16,813.86	<p>Number of NEET young people supported by the project into accessing education, employment and training</p> <p>Number of new partners created by the project</p>	16

C) Youth Homelessness 6 month update – to be completed by 31 October 2019

Update on Youth Support Grant funded activity	Spend	Progress toward Outcomes	Relevant Grant Criteria (1,2,3, etc)

C) Youth Homelessness 12 month update – to be completed by 31 March 2020

Update on Youth Support Grant funded activity	Final Spend	Progress toward Outcomes	Relevant Grant Criteria (1,2,3, etc)

Youth Support Grant Criteria being funded through other sources

Your submitted plan may not cover all of the 16 criteria associated with the grant. This may be because you are allocating other funding sources to deliver them. In this section please identify any of the grant criteria that have not been addressed through your funding application to this point, and summarise how they are being worked towards using alternative funding streams or through local arrangements.


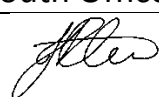
Criteria 3 – work towards achieving bronze, silver, gold quality mark for youth work.

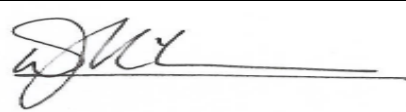
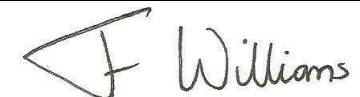
In Monmouthshire, the local authority youth provision is split into two teams: Monmouthshire Youth Service and Monmouthshire Youth Enterprise. Although working collaboratively, each agency has their own systems and processes which would make it difficult to assess them as one entity. In addition to this, it is envisaged that Monmouthshire Youth Service will be moving into an external entity during the financial year 19/20 which would mean that Monmouthshire Youth Service and Monmouthshire Youth Enterprise would sit in two different organisations (MonLife and Monmouthshire County Council) – this too would cause complications to be assessed for the Quality Mark.

Checklist

<i>This plan has been:</i>	Please confirm (y/n)
• developed in partnership between the Principal Youth Officer and Engagement and Progression Coordinator	Y
• agreed by the Lead Director/s with responsibility for young people	Y
• been discussed and co-developed with the Housing officials within the local authority and agreed by the relevant Director	Y
• discussed and agreed by your Local Mental Health Strategy Board	N
• developed in a collaborative manner with relevant stakeholders and partners, including young people and the Third Sector	Y
• developed in the context of the Well-being and Future Generations Act, the well-being goals, and the five ways of working	Y

Signatories

Engagement and Progression Coordinator:		Principal Youth Officer:	
Signed		Signed	
Name	Hannah Jones	Name	Josh Klein
Position	Youth Enterprise Manager/EPC	Position	Youth Service Manager/PYO
Date	08/03/2019	Date	08/03/2019

Lead Director (Young People):		Lead Director (Housing):	
Signed		Signed	
Name	Will McLean	Name	Frances Williams
Position	Chief Officer, Children & Young People	Position	Chief Officer, Enterprise
Date	08/03/2019	Date	08/03/2019



Appendix 4

MONMOUTHSHIRE COUNTY COUNCIL DIRECTORATE OF ENTERPRISE

ROLE TITLE: Welsh Language Youth Support Worker

POST ID: YS006

HOURS: 37

LOCATION: Designated by project need

RESPONSIBLE TO: Youth and Community Officer

WELSH LANGUAGE SKILLS ASSESSMENT:

This post has been designated as Welsh Essential.

Monmouthshire Youth Service's mission statement:

"To create a framework meeting the needs of young people, to ensure equality of opportunity to participate in learning experiences, which will enable the young people to fulfil their potential as "empowered" individuals and members of groups and communities."

JOB SPECIFICATION

Main Purpose of the Post

As part of a team, to prepare, plan and deliver youth work to young people in Monmouthshire to enable them to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and to reach their full potential.

Duties

1. To plan, deliver and facilitate youth work activities /projects and provision in a nominated area through the medium of Welsh.
2. To induct, support and supervise volunteers, specifically those who will support the Welsh-language Youth Work.
3. To actively seek, engage in and create new opportunities for working with young people, through the medium of Welsh.
4. Work to improve the ability and confidence of the young people to communicate and socialise in Welsh, to make friends across different

age groups and promote the value of the Welsh language in future employment and social circles.

5. To remain approachable at all times to young people, supporting them where necessary and appropriate.
6. To act as a role model for young people and other staff members, encouraging positive behaviour and challenging unfairness and prejudice.
7. To act as an advocate for young people, representing their views and rights where appropriate and necessary under staff guidance.
8. To ensure that the young people have access to appropriately placed and relevant information and support on matters that concern them and to actively encourage the use and development of their Welsh language skills to give them an advantage in the jobs market in the future.
9. To actively promote and market Welsh language services to young people, communities, and agencies, having a presence at community events, and managing the use of social media through the medium of Welsh.
10. To contribute to the Youth Service's Service Improvement Plan by recording and gathering information and providing quarterly reports on progress.
11. To perform necessary administrative duties (including handling money, keeping records, carrying out risk assessments, and health and safety).
12. To maintain records, record outcomes and monitor progress.
13. To ensure that work environments and equipment are safe, treated with respect and are not abused in any way.
14. To work in partnership with young people, communities and other agencies as appropriate and relevant, to initiate and develop opportunities, projects and activities in line with the Youth Work in Wales: Principles & Purposes document.
15. To proactively seek and undertake training to develop your youth work knowledge, skills, practice and behaviours.
16. To attend and where necessary chair meetings as and when required.
17. To be flexible in approach, delivery and in the working of unsociable hours.

18. Ensure that the Council's responsibilities in relation to Equality and Diversity are met and to ensure that the Youth Service outcomes relating to the Welsh language are achieved.
19. Ensure that health and safety duties and practices are carried out by all provisions or as detailed in the Council's Health and Safety Policy, and to ensure that provisions and services to young people comply with current legislation.
20. Uphold and comply with the statutory provisions of the Health and Safety at Work Regulations 1999, The Monmouthshire Safeguarding and Child Protection Policy 2012 and any other relevant Council policies relating to Safeguarding and Health and Safety.
21. Work in collaboration with the Designated Officer for Safeguarding/Child Protection in the following way: to be aware of the LA policy on Safeguarding and Child Protection and that all policies and practices are in line with the All Wales Child Protection Procedures. To make referrals to Children's Services in the event of a disclosure and/or concern that a child/young person is 'in need' or at risk of significant harm. To maintain accurate, confidential and up to date documentation on all cases of safeguarding and child protection.

PERSONAL SPECIFICATION

Qualifications and Experience

1. Be a qualified Youth Support Worker (at least a Level 2 Award in Youth Work Practice.)
2. Be able to communicate effectively and fluently through the medium of Welsh
3. Be registered with the Education Workforce Council for Wales (EWC).
4. Have experience of working with young people, especially those in the 11+ age group.
5. Have experience in using Microsoft Office packages such as Word, Excel, Outlook, Access and Publisher.
6. Have experience of planning, delivering and evaluating planned projects.
7. Have experience of working individually and as part of a team, including working with other agencies and community members.
8. Have experience of risk assessments and knowledge of health and safety when working in a young person's environment.

9. Have a clean driving licence and use of a car.

Knowledge, Skills and Ability

1. Be able to work on own initiative and as part of a staff team.
2. Be committed to delivering an efficient and effective service where the involvement of the young people should be paramount.
3. Have a commitment to delivering an efficient and effective service where the involvement of the young people should be paramount.
4. To be trustworthy and act with integrity at all times.
5. To have a knowledge of the aims and objectives of the Welsh Language (Wales) Measure 2011 and the accompanying Welsh Language Standards.

Here's what we can provide you with:

- Full support of manager and team members
- Full range of training and CPD opportunities
- Uniform and equipment where appropriate
- Nominated supervisor for regular support

What else you need to know.....Monmouthshire's Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.



Appendix 5

MONMOUTHSHIRE COUNTY COUNCIL DIRECTORATE OF ENTERPRISE

ROLE TITLE: Youth Work Apprentice x2 vacancies

POST ID:

HOURS: 37 per week

LOCATION: One post South Monmouthshire,
One post North Monmouthshire

This may change in the future if the service location needs to relocate.
Relocation or disturbance expenses will not be paid if this happens.

RESPONSIBLE TO: Youth and Community Officer

Monmouthshire Youth Service's mission statement:

"To create a framework meeting the needs of young people, to ensure equality of opportunity to participate in learning experiences, which will enable the young people to fulfil their potential as "empowered" individuals and members of groups and communities."

JOB SPECIFICATION

Main Purpose of the Post

As part of a team, to prepare, plan and deliver youth work to young people in Monmouthshire to enable them to develop holistically, working with them to facilitate their personal, social and educational development, to enable them to develop their voice, influence and place in society and to reach their full potential.

Your responsibilities are to;

1. To plan, deliver and facilitate youth work activities and provision in nominated area / project/s.
2. To actively seek, engage in and create new opportunities for working with young people.
3. To remain approachable at all times to young people, supporting them where necessary and appropriate.
4. To act as a role model for young people and other staff members, encouraging positive behaviour and challenging unfairness and prejudice.

5. To act as an advocate for young people, representing their views and rights where appropriate and necessary under staff guidance.
6. To ensure that the young people have access to appropriately placed and relevant information and support on matters that concern them.
7. To actively promote and market services to young people, communities, and agencies, having a presence at community events, and managing the use of social media.
8. To contribute to the Youth Service's Service Improvement Plan by recording and gathering information and providing quarterly reports on progress.
9. To perform necessary administrative duties
10. To maintain records, record outcomes and monitor progress.
11. To ensure that work environments and equipment are safe, treated with respect and are not abused in any way.
12. To work in partnership with young people, communities and other agencies as appropriate and relevant, to initiate and develop opportunities, projects and activities in line with the Youth Work in Wales: Principles & Purposes document.
13. To proactively seek and undertake training to develop your youth work knowledge, skills, practice and behaviours. To include undertaking Mandatory Training when required.
14. To attend meetings as and when required.
15. To be flexible in approach, delivery and in the working of unsociable hours.
16. Ensure that the Council's responsibilities in relation to Equality and Diversity are met and to ensure that the Youth Service outcomes relating to the Welsh language are achieved.
17. Ensure that health and safety duties and practices are carried out by all provisions or as detailed in the Council's Health and Safety Policy, and to ensure that provisions and services to young people comply with current legislation.
18. Uphold and comply with the statutory provisions of the Health and Safety at Work Regulations 1999, The Monmouthshire Safeguarding and Child Protection Policy 2012 and any other relevant Council policies relating to Safeguarding and Health and Safety.

19. Work in collaboration with the Designated Officer for Safeguarding/Child Protection in the following way: to be aware of the LA policy on Safeguarding and Child Protection and that all policies and practices are in line with the All Wales Child Protection Procedures. To make referrals to Children's Services in the event of a disclosure and/or concern that a child/young person is 'in need' or at risk of significant harm. To maintain accurate, confidential and up to date documentation on all cases of safeguarding and child protection.

Here's what we can provide you with;

- You will be provided with structured support and training to help you to develop your skills in Youth Work whilst working towards Level 2 Youth & Community Work course or/and Certificate in Youth Work Practice Level 3.
- Full support of manager and team members
- Full range of training and CPD opportunities
- Uniform and equipment where appropriate
- Nominated supervisor for regular support

What else you need to know.....Monmouthshire's Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

PERSONAL SPECIFICATION

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

REQUIREMENTS	WEIGHTING High, Medium, Low
Education / Qualifications / Knowledge	
4 GCSE grades A-C or equivalent – including English Language and Mathematics	High
Experience	
Experience of working as part of a team/individually	Medium
Experience of completing tasks within deadlines	Medium
Experience of working with young people	Medium
Communication / Interpersonal Skills	
Good written and oral communication skills	Medium
Good interpersonal skills and the ability to work well in a team	Medium
Aptitude and Skills	
Computer literate with basic word processing skills (Microsoft Packages)	Medium
Good organisational skills	Medium
Good telephone manner	Medium
Ability to learn: positive, enthusiastic and flexible	High
Experience of planning, delivering and evaluating planned projects.	Medium
Experience of risk assessments and knowledge of health and safety when working in a young person's environment.	Medium
Equal Opportunities	
Willing to abide by the Council's Equal Opportunities Policy, including undertaking appropriate equality awareness training.	High



Appendix 6

ROLE PROFILE

ROLE TITLE: Youth Homelessness Coordinator (Fixed term secondment from 1st April 2019 til 31st March 2020)

POST ID:

GRADE: Band H

HOURS: 37 Hours per week.

LOCATION: Usk Monmouthshire

The authority operates an agile working policy and staff will be required to work in agile manner across the county of Monmouthshire as per the needs of the service. Unfortunately no disturbance mileage will be payable for any re-location of the office base.

RESPONSIBLE TO: Youth Enterprise Manager

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable

Our Purpose:-

Youth Enterprise is an integral part of Monmouthshire County Council's Enterprise and Innovation Directorate. We work with young people aged 11-25 and adults at risk of or in poverty across the county supporting them with education, employment and training. We engage with the business sector supporting the development of local employment and training and entrepreneurial opportunities.

The purpose of this Role:-

With support from the Youth Enterprise Manager coordinate and support the delivery of the Youth Homelessness priority of the Youth Support Grant.

The Youth Homelessness Coordinator will lead on the Compass Project in order to provide support to young people identified as most at risk of becoming homeless as highlighted through the Early Identification Tool and referral partners. The Youth Homelessness Coordinator will ensure that young people aged 11 -25 years, in particular young people most at risk of becoming NEET (not in employment, education or training), those that are NEET and Looked After Children/Care Leavers that are referred onto the project receive interventions aimed at identifying individual barriers and supportive actions to reduce the risk of homelessness. You will be required to provide opportunities and develop appropriate pathways for young people, proactively engaging with young people in a variety of settings by forging effective links with providers. You will working collaboratively with other providers in developing and delivering provision of a needs led basis.

Expectation and Outcomes of this role:

To contribute to the following;

- Young People identified as at risk of becoming homeless engaged on programme.
- Young people at risk of becoming homeless gain a qualification by end of KS4.
- Young people at risk of becoming homeless remain in family home.
- Number of staff receiving training and achieving a qualification through training.

Your responsibilities are to:-

1. To lead on Compass the youth homelessness project in Monmouthshire with responsibility for the project outcomes. The YH Coordinator will also contribute to the reporting requirements of the Youth Support Grant in partnership with the Youth Enterprise Manager.
2. Support the implementation of the Youth Homelessness element of the Youth Support Grant (YSG) in Monmouthshire, and to develop the project in order to provide additionality to existing provision.
3. In partnership with housing, health, education, social care, voluntary sector and other relevant partners you will support the Local Authority homelessness partnership.
4. In partnership with the Local Authority (LA) homelessness partnership develop appropriate referral pathways for identified young people to access appropriate support and interventions.
5. Develop a lead worker function to work collaboratively in order to coordinate support for young people at risk of homelessness. Monitor and report on the caseload of the lead workers through the LA homelessness partnership and Keeping in Touch groups.
6. Implement the youth homelessness project (Compass) in four secondary schools in Monmouthshire, Pupil Referral Service and Mounton House School at Key stage 3 and 4, working closely with the Inspire2Achieve programme.
7. To act as an advocate for the young people, representing their views and rights where appropriate and necessary whilst developing a delivery model that is built on youth work methodology and a young person centred approach.
8. Work with young people 11-25 years, in particular young people at risk of becoming NEET, those that are NEET and Looked After Children/ Care Leavers delivering interventions aimed at identifying individual barriers and supportive actions to reduce the risk of homelessness.
9. Engage and support young people identified as at risk of homelessness developing and delivering a support package appropriate for their needs.
10. Engage with and support members of the Youth Enterprise team working to achieve the work of the Youth Homelessness element of the Youth Support Grant. As lead for this element of the work you will guide and support work under this remit.
11. Deliver training to relevant partners so that they are able to develop an awareness of youth homelessness and understand how they can support young people effectively.
12. Work with the Youth Enterprise Apprentice to assess indicators of homelessness and develop an Early Identification Tool (EIT) able to identify young people at risk of becoming homeless.

13. Alongside the Inspire Coordinator and Inspire2Achieve team, use the existing EIT to form the basis of the strengthened EIT.
14. Monitor and assess the correlation between the identification of 'Red' most at risk of becoming NEET (Not Engaged in Education, Employment or Training) young people and most at risk of becoming homeless.
15. To work collaboratively with all relevant internal and external partners to enhance opportunities in education, employment and training for young people who are identified as homeless or at risk of homelessness. To use this network to support work under the wider Youth Enterprise remit.
16. Attend local and regional forums and relevant meetings and provide reports and presentations as and when required.
17. Carry out any duties and responsibilities required under the Data Protection Act(s) 1984 and 1998, in particular, to take reasonable care that no loss or disclosure of personal data occurs.
18. Exercise proper integrity in respect of confidential matters and personal information obtained during the execution of the duties of this post.
19. Be flexible in approach, delivery and working hours. Effectively work with and support the Youth Enterprise remit and team across all areas of work.
20. Working as part of the Monmouthshire Business and Enterprise Team, promoting and proactively developing best practice in economic growth and enterprise whilst achieving business targets.
21. To be the designated Educational Visits Coordinator for the Youth Enterprise Team.
22. To be the designated Health & Safety contact for the Youth Enterprise Team. Ensure that health and safety duties and practices are carried out by all provisions or as detailed in the Council's Health and Safety Policy, and to ensure that provisions and services to young people comply with current legislation.
23. Ensure that the Council's responsibilities in relation to Equality and Diversity are met and to ensure that the Youth Enterprise outcomes relating to the Welsh language are achieved.
24. Uphold and comply with the statutory provisions of the Health and Safety at Work Regulations 1999, The Monmouthshire Safeguarding and Child Protection Policy 2012 and any other relevant Council policies relating to Safeguarding and Health and Safety.
25. Work in collaboration with the Designated Officer for Safeguarding/Child Protection in the following way: to be aware of the LA policy on Safeguarding and Child Protection and that all policies and practices are in line with the All Wales Child Protection Procedures. To make referrals to Children's Services in the event of a disclosure and/or concern that a child/young person is 'in need' or at risk of significant harm. To maintain accurate, confidential and up to date documentation on all cases of safeguarding and child protection.

Here's what we can provide you with:-

- Full support of manager and team members
- Full range of training and CPD opportunities
- Uniform
- Nominated supervisor for regular support

What else you need to know.....Monmouthshire Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

PERSONAL SPECIFICATION

Qualifications and Experience

1. Hold nationally recognised Youth and Community Work qualification, Teaching qualification or equivalent.
2. Have experience of developing relationships and working with young people, particularly those most vulnerable and challenging to engage. Previous experience of working with young people at risk of or homeless would be desirable.
3. Experience of identifying and reporting safeguarding concerns.
4. Knowledge of the issues facing vulnerable young people in relation to homelessness.
5. Experience and knowledge of the Homelessness agenda and current Welfare reforms particularly those that effect youth homelessness.
6. Demonstrable experience of working in partnership with other agencies.
7. Experience and skills to deliver effective and valuable training to partners.
8. Have demonstrable experience in project coordination.
9. Ability to prepare and present reports and briefings for a range of audiences. Able to work towards strict outcomes and able to lead wider team in achieving such project outcomes.

10. Ability and experience of chairing meetings.

11. Current and valid driving licence and have access to a car for which the agreed MCC mileage allowance will be paid.

Appendix 7

ROLE PROFILE

ROLE TITLE: Youth Homelessness Worker (Fixed term secondment 1st April 2019 til 31st March 2020)

POST ID:

GRADE: Band G

HOURS: 15 hours per week

LOCATION: Usk Monmouthshire
The authority operates an agile working policy and staff will be required to work in agile manner across the county of Monmouthshire as per the needs of the service. Unfortunately no disturbance mileage will be payable for any re-location of the office base.

RESPONSIBLE TO: Youth Enterprise Manager

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable

Our Purpose:-

Youth Enterprise is an integral part of Monmouthshire County Council's Enterprise and Innovation Directorate. We work with young people aged 11-25 and adults at risk of or in poverty across the county supporting them with education, employment and training. We engage with the business sector supporting the development of local employment and training and entrepreneurial opportunities.

The purpose of this Role:-

With support from the Youth Enterprise Manager and the Youth Homelessness Coordinator support the delivery of the Youth Homelessness priority of the Youth Support Grant.

The Youth Homelessness element of the Youth Support Grant will provide a coordinated approach to the early identification of young people at risk of homelessness and implement the Compass project across all secondary schools in Monmouthshire, Pupil Referral Service and Mounon House Special School. The Youth Homelessness Worker will support this implementation and ensure that young people aged 11- 25 years, in particular young people most at risk of becoming NEET (not in education, employment or training), those that are NEET and Looked After Children/Care Leavers that are referred onto the project receive interventions aimed at identifying individual barriers and supportive actions to reduce the risk of homelessness.

Expectation and Outcomes of this role:

To contribute to the following;

- Young People identified as at risk of becoming homeless engaged on programme.
- Young people at risk of becoming homeless gain a qualification by end of KS4.
- Young people at risk of becoming homeless remain in family home.
- Number of staff receiving training and achieving a qualification through training.

Your responsibilities are to:-

1. To support the Youth Homelessness Coordinator in the implementation of Compass, the youth homelessness project in Monmouthshire.
2. To contribute to the reporting requirements of the Youth Support Grant in partnership with the Youth Enterprise Manager and Youth Homelessness Coordinator.
3. To understand and work towards the project outcomes identified for the Youth Homelessness Project element of the Youth Support Grant.
4. Work In partnership with housing, health, education, social care, voluntary sector and other relevant partners and attend the Local Authority homelessness partnership as and when required.
5. Understand and develop appropriate referral pathways for identified young people to access appropriate support and interventions.
6. When required undertake the lead worker function to support young people at risk of homelessness. Monitor and report on your caseload and feedback through the LA homelessness partnership and Keeping in Touch groups.
7. Engage and support young people identified as at risk of homelessness developing and delivering a support package appropriate for their needs.
8. Support the Youth Homelessness Coordinator in implementing the youth homelessness project (Compass) in four secondary schools in Monmouthshire, Pupil Referral Service and Mounton House School at Key stage 3 and 4, working closely with the Inspire2Achieve programme.
9. Work with young people 11-25 years, in particular young people at risk of becoming NEET, those that are NEET and Looked After Children/ Care Leavers delivering interventions aimed at identifying individual barriers and supportive actions to reduce the risk of homelessness.
10. To act as an advocate for the young people, representing their views and rights where appropriate and necessary whilst developing a delivery model that is built on youth work methodology and a young person centred approach.
11. Engage with and support members of the Youth Enterprise team working to achieve the work of the Youth Homelessness element of the Youth Support Grant.
12. Understand the Early Identification Tool and indicators contributing to a young person being identified as at risk of becoming homeless.
13. Attend local and regional forums and relevant meetings and provide reports and presentations as and when required.
14. Carry out any duties and responsibilities required under the Data Protection Act(s) 1984 and 1998, in particular, to take reasonable care that no loss or disclosure of personal data occurs.
15. Exercise proper integrity in respect of confidential matters and personal information obtained during the execution of the duties of this post.

16. Be flexible in approach, delivery and working hours. Effectively work with and support the Youth Enterprise remit and team across all areas of work.
17. Working as part of the Monmouthshire Business and Enterprise Team, promoting and proactively developing best practice in economic growth and enterprise whilst achieving business targets.
18. To be the designated Educational Visits Coordinator for the Youth Enterprise Team.
19. To be the designated Health & Safety contact for the Youth Enterprise Team. Ensure that health and safety duties and practices are carried out by all provisions or as detailed in the Council's Health and Safety Policy, and to ensure that provisions and services to young people comply with current legislation.
20. Ensure that the Council's responsibilities in relation to Equality and Diversity are met and to ensure that the Youth Enterprise outcomes relating to the Welsh language are achieved.
21. Uphold and comply with the statutory provisions of the Health and Safety at Work Regulations 1999, The Monmouthshire Safeguarding and Child Protection Policy 2012 and any other relevant Council policies relating to Safeguarding and Health and Safety.
22. Work in collaboration with the Designated Officer for Safeguarding/Child Protection in the following way: to be aware of the LA policy on Safeguarding and Child Protection and that all policies and practices are in line with the All Wales Child Protection Procedures. To make referrals to Children's Services in the event of a disclosure and/or concern that a child/young person is 'in need' or at risk of significant harm. To maintain accurate, confidential and up to date documentation on all cases of safeguarding and child protection.

Here's what we can provide you with:-

- Full support of manager and team members
- Full range of training and CPD opportunities
- Uniform
- Nominated supervisor for regular support

What else you need to know.....Monmouthshire Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

PERSONAL SPECIFICATION

Qualifications and Experience

1. Hold nationally recognised Youth and Community Work qualification, Teaching qualification or equivalent.
2. Have experience of developing relationships and working with young people, particularly those most vulnerable and challenging to engage. Previous experience of working with young people at risk of or homeless would be desirable.
3. Experience of identifying and reporting safeguarding concerns.
4. Knowledge of the issues facing vulnerable young people in relation to homelessness.
5. Experience and knowledge of the Homelessness agenda and current Welfare reforms particularly those that effect youth homelessness.
6. Demonstrable experience of working in partnership with other agencies.
7. Able to work towards outcomes.
8. Current and valid driving licence and have access to a car for which the agreed MCC mileage allowance will be paid.

Appendix 8

ROLE ADVERT

ROLE TITLE: ICT Apprentice

Fixed Term Contract until

POST ID:

GRADE: National Minimum Wage (Depending on age). Please see <https://www.gov.uk/national-minimum-wage-rates> for details.

HOURS: 37 Per Week

LOCATION: County Hall, Usk, which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens.

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable.

PURPOSE OF POST:

As part of the Youth Enterprise team, you will contribute towards the delivery of business and IT support for the Youth Enterprise team. In addition to gaining valuable experience of working in a busy office environment you will also be supported in studying for the NVQ Level 3 Information Technology.

Applicants should be able to demonstrate that they are conversant with basic computer packages (i.e. Microsoft Packages) and that they are able to communicate effectively with others.

Should you require any further information regarding this post, please contact:

Tel:

Email:

Closing Date:

Please Note that we are not able to accept CVs

Application forms can be completed online or down loaded via:

www.monmouthshire.gov.uk/how-to-apply-for-council-jobs

Applications may be submitted in Welsh, and that an application submitted in Welsh will not be treated less favourably than an application submitted in English.

Completed paper application forms should be returned to the following address:-

People Services, Monmouthshire County Council, PO BOX
106, CALDICOT, NP26 9AN



Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an Enhanced Disclosure Check.

Monmouthshire County Council is an equal opportunities employer and welcomes applications from all sections of the community.

All posts are open to job-share unless stated otherwise.

Monmouthshire County Council operates a Smoke Free Workplace policy.

ROLE PROFILE

ROLE TITLE: ICT Apprentice

Temporary until January 2020

POST ID:

GRADE: National Minimum Wage (Depending on age). Please see <https://www.gov.uk/national-minimum-wage-rates> for details.

HOURS: 37 Per Week

LOCATION: County Hall, Usk, which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens.

RESPONSIBLE TO: **Hannah Jones, Youth Enterprise Manager.**

WELSH LANGUAGE ASSESSMENT: Welsh language skills are desirable

Our Purpose:-

Youth Enterprise is an integral part of Monmouthshire County Council's Enterprise and Innovation Directorate. We work with young people aged 11-25 and adults at risk of or in poverty across the county supporting them with education, employment and training. We engage with the business sector supporting the development of local employment and training and entrepreneurial opportunities.

The Purpose of this Role:-

As part of the Youth Enterprise team, you will contribute towards the delivery of business and IT support for the Youth Enterprise team and work within the Youth Support Grant. In addition to gaining valuable experience of working in a busy office environment you will also be supported in studying for the NVQ Level 3 in Information Technology.

Applicants should be able to demonstrate that they are conversant with basic computer packages (i.e. Microsoft Packages) and that they are able to communicate effectively with others.

Your responsibilities are to:-

Work alongside the Youth Enterprise manager to provide administrative and IT support to the team as required, including:

1. Supporting the preparation of reports, presentations and training programmes as part of the Youth Homelessness element of the Youth Support Grant.

2. To work with the Inspire Coordinator and Youth Homelessness Coordinator to develop an Early Identification Tool for youth homelessness. Become conversant with the existing pre-16 tool and strengthening it for the purpose of the Youth Homelessness project, Compass.
3. To support the Youth Homelessness coordinator in the ongoing monitoring of the Early Identification tool and data collected from it.
4. Understand the outcomes required of Compass, the youth homelessness project, and support the Youth Enterprise Manager and Youth Homelessness Coordinator in evidencing these outcomes for monitoring and reporting.
5. To develop a monitoring, tracking and reporting system for the youth homelessness project, Compass.
6. To become digital champion for the Youth Enterprise team, supporting and guiding colleagues with digital literacy.
7. Supporting the organisation of meetings as necessary including booking rooms, arranging attendance and circulating paperwork in good time.
8. Assisting in taking and distributing minutes of meetings ensuring actions, recommendations and discussions are recorded.
9. Undertaking word processing and photocopying.
10. Taking Messages and passing onto the relevant officers.
11. Opening and distributing incoming mail.
12. Demonstrate a commitment to team working.
13. Be flexible in approach, delivery and working hours.
14. Maintain safe working practices for self and others, in accordance with the authority's policy statement on Health and Safety at Work.
15. To abide by the principles and practice of equality of opportunity as laid down in the Council's Equal Opportunities Policy.

Here's what we can provide you with:-

You will be provided with structured support and training to help you to develop your skills in Business Administration whilst working towards NVQ level 3.

What else you need to know.....Monmouthshire Values are:

- Openness: We aspire to be open and honest to develop trusting relationships.
- Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.
- Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.
- Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

The authority operates a Smoke Free Workplace Policy which all employees are required to abide to.

Person Specification

How will we know if you are the right person for the role? As the successful candidate you will have demonstrated:-

REQUIREMENTS	WEIGHTING High, Medium, Low
Education / Qualifications / Knowledge	
4 GCSE grades A-C or equivalent – including English Language and Mathematics	High
Experience	
Experience of working as part of a team/individually	Medium
Experience of completing tasks within deadlines	Medium
Communication / Interpersonal Skills	
Good written and oral communication skills	Medium
Good interpersonal skills and the ability to work well in a team	Medium
Aptitude and Skills	
Conversant with basic computer packages (i.e. Microsoft Packages).	High
Good organisational skills	Medium
Good telephone manner	Medium
Ability to learn: positive, enthusiastic and flexible	High
Equal Opportunities	
Willing to abide by the Council's Equal Opportunities Policy, including undertaking appropriate equality awareness training.	High
Additional Requirements	
Flexibility and willingness to work from other locations within Monmouthshire (i.e. to take minutes at meetings outside of base)	High

Should you require any further information regarding this post, please contact:

Tel:

Email:

Closing Date: