

Standard 1 <u>Shared Values</u>					
	Objectives	Key Action	Time Scales	Lead	Outcomes
1.1	The active involvement of children and young people is a central commitment that is identified and promoted	* Produce a strategic plan * Ensure other key plans reflect this * Promote via intranet & websites	Jun-05	JC CYPSPB	* Increase awareness & co-ordination of C&Young People's Participation * C&YP actively involved in service design/decisions
1.2	The CYPSPB's shared values for children and young people are described in a mission statement	* CYPSPB re-visits Terms of Reference * CYPSPB endorses the strategy	Jun-05	Chair	* There is a unity of purpose * The strategy highlights the borough's commitment to the active involvement of C&YP
1.3	Children and young people take part in defining clear objectives and boundaries for their involvement.	* Adult's awareness of CYPP Strategy * Mutual rights & responsibilities in defining objectives and boundaries	June/Oct05	CYPSPB	* CYP are fully developed in objective/boundary setting * CYP will be motivated and more willing to participate * CYP own the process
1.4	To develop a rolling induction programme for new members and officers focusing on why and how to involve children and young people	* Corporate induction programme includes a focus on CYP * Individual induction programmes include a focus on CYPP	Apr-06	DCS	* Members and officers have a greater understanding and awareness of engaging with CYP and how this can support service delivery.
1.5	The professional development of key staff includes a focus on why and how to involve children and young people	* Rolling programme of training focusing on participation of CYP * Supervision & appraisal to focus on CYP * Discuss w. Personnel re. inclusion in procedures and staff handbook.	Apr-06	Training Section/ Managers	* Identification of training & support needs staff and * Staff & Managers have greater knowledge & understanding of CYPP and how this can support service delivery
1.6	The CYPSPB adopts the UNCRC	* CYPSPB includes article 12. In terms of reference	Jan-05	CYPSPB	* Children's rights are visibly taken seriously at a strategic level
1.7	To develop a children's & young people's charter	* Adopt finalised charter for participation * Hold a launch event	Jun-05 Oct 05	NRFCYPC/CF CYV	* Children's rights are visibly taken seriously at a strategic level
1.8	Children and young people evaluate and feedback on progress and change	* Determine/provide processes & frequency * Develop an evaluation toolkit	Feb-06	CYPSPB	* CYP own and value the participative process * Further development of participative processes
1.9	Charter and CYPP Strategy provides basis for policy & review	* Policy & procedures must refer to the charter & Strategy	Jul-05	CYPSPB	* Unification of policy & performance around C&YP

Standard 2 Strategy					
	Objectives	Key action	Time Scales	Lead	Outcomes
2.1	Audit resources and expertise for the participation of children and young people	* Map in CYPP strategy * Identify gaps via HBR assessment * Annually review	Jun-05 " Ongoing	JC CYPSPB	* Understanding of & better use of resources available * Awareness of areas needing attention
2.2	A senior individual or committee is appointed to champion children and young people's rights and their active involvement	* CYPSPB reviews best course of action * Develop job description person specification with C&YP * Select & Recruit Champion with C&YP	Sep/Oct-05	CYPSPB	* Co-ordination of C&YP rights & achieve involvement at senior strategic level. * Champion(s) leads on the advocacy of C&YP * Meet requirements of Children's Act
2.3	Children and young people contribute to the strategic plan for active involvement	* Charter(s) to be shared with C&YP * CYV identifies consultation process	Feb-06 Feb-06 May-05	JC CYPSPB/YV MM	* C&YP determine the process from April 06, onward * C&YP own the strategy * Raised awareness and profile
2.4	Strategic plan is agreed and in place, backed by the necessary resources	* Complete & present to CYPSPB/Council * CYPSPB identifies resources needed	Jun-05 Jun-05	JC CYPSPB	* Greater awareness & profile of C&YP * Identification of the way forward * Increased involvement of C&YP in participation
2.5	Other plans in the organisation complement the CYPP Strategic Plan	* All future plans/strategies for children refer to Charter & Strategy & demonstrate a fit with them	from Jun-05		* CYPP is interwoven throughout all key Wirral plans/strategies & policies
2.6	The Strategy is regularly reviewed	* Review annually * Create/use existing structures & processes	Annually C&YP	CYPSPB	* Strategy is sustained and up to date
2.7	Partnerships are in place to promote the active involvement of children and YP	* Annual review to ensure that partnerships are present at strategic & operational level	Annually	CYPSPB	* Participation is supported, sustained and kept up to date
2.8	A 'Shadow Board' is established which will ensure that C & YP take an equal part in reviewing the strategic plan, identifying change achieved and that which is still needed.	* Address terms of reference & membership issues * Develop support structures & resources	Jun-06	CYV CYPSPB	* C&YP views inform practice & service design & delivery at a strategic level

Standard 3 Structures					
	Objectives	Key Action	Time Scales	Lead	Outcomes
3.1	A senior individual/committee champion oversees the implementation of the active involvement strategy	* See 2.2 - clarify linkages and accountability * Senior individual/committee co-ordinates the Strategy	Jun-05 " "	CYPSPB " "	* C&YP are increasingly involved in the design, delivery & review of services
3.2	Children and YP are consulted about the best structures for their active involvement	* Consultation process designed and co-ordinated via CYV sub-cttee.	Apr-06	C&YV	* Participation practice meets the needs of C&YP * Specific initiatives/developments (eg. commissioning) refer to champion/CYV sub-committee/CYPSPB
3.3	Structures are in place to review regularly the nature and extent of children and YP's involvement	* CYV sub-group reviews (its own) membership and other structures to facilitate annual review of C&YP	Ongoing	C&YV	* We know the C&YP participation is effective at strategic and operational levels
3.4	Structures ensure that a range of children and YP's views are built in to decision making	* Ensure CYPSPB shadow board is representative of all C&YP and that individual measures have a consistency	Apr-06	CYV	* Full representation of C&YP's views
3.5	Links with other groups/organisations are established and maintained to ensure the inclusion of marginal groups	* Participation of C&YP to be proactive in recruiting marginal & minority groups	Apr-06	CYV	* Marginal & minority groups are represented at strategic & operational levels
3.6	Structures for children & YP are adequately resourced and supported by adults.	* Map structures. * Analysis of resources * consult C&YP on their needs. * Meet identified needs	Jun-06 Oct-06	JC CYV Champion(s)	* Structures are robust and effective

Standard 4 Systems					
	Objectives	Key Action	Time Scales	Lead	Outcomes
4.1	Systems in place for safe and sound conduct of children and YP's active involvement, covering consent, protection, rewards, etc.	* Capture relevant policies/procedures in one document (Strategy/Charter) *CYV reviews documents	Jun-06	CYV	* Clarity for all involved regarding standards, expectations, etc. * CYPSPB member policies & procedures are followed
4.2	To have relevant budgeting and financial systems in place.	* Identify financial activity, cost centres, and audit trails.	Apr-07	CYV	* Financial consequences of CYP are catered and accounted for
4.3	To record, report on, and celebrate active involvement	* Inform via intra/internet, Youth Exchange, media, schools' councils, etc. and CYPSPB	Jun-05	CYV	* Awareness and understanding of the impact of CYP participation
4.4	Relevant job descriptions require commitment to active involvement	* Liason with HR Depts * Managers made aware of requirement	Jun-05	CYPSPB	* Staff selected are committed to CYP's active involvement
4.5	Relevant staff appraisals include a review of the contribution to active involvement work	* Liason with HR depts. * Managers made aware of requirement	Jun-05	CYPSPB	* Active involvement of CYP identified as key to work activity * Engagement with CYP is identified promoted and recorded
4.6	Ways of regularly reviewing and evaluating progress are in place	* CYP and YV develop processes * Annual assessment using HBR	Jun-06	CYV	* CYP is sustained and developed
4.7	Systems with partner organisations reflect commitment to active involvement.	* CYPSPB members accept Strategy/plan * CYPSPB identifies & co-ordinates systems	Jun-05	CYPSPB Champion(s)	* CYP participation is universally facilitated and co-ordinated
4.8	C & YP are involved in reviewing and updating relevant policies and procedures	* Identify means (e.g. 'shadow board') by which this can be achieved	Jun-06	CYPSPB	* Policies and procedures are relevant, acceptable to, and understood by CYP.
4.9	Evidence towards meeting HBR standards is sent to NYA for inclusion on web pages	* Evidence is collated	Jun-05	CYV	* Wirral CYP activity is nationally identified and promoted. * Activity can be compared with other authorities
4.10	C & YP are appropriately rewarded	* LA procedure is ratified and co-ordinated with that of CYPSPB partners	Jun-05	CYPSPB	* CYP happy and comfortable with their engagement in decision-making and other activities.
4.11	C & YP's involvement is regularly evaluated	* Standing agenda item reports to CSYPB	Jun-05	CYPSPB	* Status and development of CYP participation is maintained
4.12	Systems are able to track progress & changes back to C & YP involvement.	* CYP involvement is recorded and reported	Oct-05	CYPSPB	* Identify the impact of CYP participation * Develop more effective & CYP-friendly systems

Standard 5 Staff, Elected Members and Trustees

	Objectives	Key Action	Time Scales	Lead	Outcomes
5.1	Some senior staff have specific responsibilities to support active involvement of children and YP	* Designate staff (see 2.2, 3.1 & 7.4)	Jun-05	CYPSPB	(see 2.2, 3.1 & 7.4)
5.2	Some staff, management and members have specific responsibilities to support active involvement of children and YP	* Designate staff (see 2.2, 3.1 & 7.4) * Create and recruit to CYP Champion Team	Nov-05		* Meet with government expectations and requirements * Active participation of CYP becomes a corporate commitment & priority
5.3	There is established support for staff, management and members in the work of active involvement.	* Identify/establish body to provide advice guidance and support	Jan-05	CYV	* Further and continued development of CYP participation
5.4	There is multi-agency staff, management and member induction/training on active involvement	(see 1.4)	Sep-06		* (see 1.4)
5.5	Children and YP take part in recruiting key staff	* Ongoing LAC programme is extended * Other organisations	Ongoing Jun-05	CYV	* Indicates significance and value of CYPP to CYP and staff * Improve recruitment outcomes
5.6	Young people are employed in the organisation e.g. as trainers, researchers, mentors	* To be discussed	L/T	CYV	* Indicates significance and value of CYPP to CYP and staff

Standard 6 Skills and Knowledge					
	Objectives	Key Action	Time Scales	Lead	Outcomes
6.1	Ensure children & YP have necessary skills (confidence and competence, including in negotiation, presentation, finance)	* Training programme	Apr-06	CYV	* CYP participate and view themselves as adequately equipped
6.2	Ensure training for staff to be confident & competent in involving C & YP	* See 1.5	Sep-06		* Staff support and facilitate CYP engagement * CYP participate
6.3	Ensure C & YP have access to relevant information to allow them to become actively involved.	* See 4.8 * Update documentation, websites, posters on a regular, routine basis * Communication strategy	Jun-06 Ongoing	CYV	* CYP aware and participate
6.4	Increase the level of support/resources available to adults, C & YP to promote active involvement.	* Create budget(s) * Identify and fill gaps in resources & supports	Mar-07	CYSPB	* Adequate resources for participation * Broader based and extended activity * Good quality participation
6.5	Joint training events w. partner organisations on active involvement of C & YP (multi-agency)	* Liaison with training sections in partner organisations	Apr-06	CYSPB	*
6.6	Annual skills audit & staff development plan	* Link to annual review of HBR * Liaison with training sections	Jun-05	CYSPB	* Improved analysis and planning
6.7	Promote C & YP's accreditation for active involvement	* Explore means of accreditation	Oct-06	CYV	* CYP acquire qualifications * CYP develop employment skills
6.8	C & YP help plan, deliver and evaluate active involvement training to staff, members	* see 5.6	Oct-05		
6.9	Consultancy and mentoring support resourced and available for adults, CYP	* Identify who is to provide	May-06	CYV	* Staff and CYP are adequately supported and able to engage effectively
6.10	Promote accreditation pathways for staff /members on active involvement	* Liaison with training sections * Explore means of accreditation	May-06	CYSPB	* Staff and members develop skills

Standard 7 Style of Leadership

	Objectives	Key Action	Time Scales	Lead	Outcomes
7.1	Programme for managers and CYP is established, based on the principles of active involvement.	* Liaison with training sections	May-06	CYV	*Managers equipped to lead the engagement agenda w/l areas of responsibility *C&YP equipped to share in engagement agenda
7.2	CYP shadow senior staff & are able to undertake work with them	* Link to creation of a shadow board	Jan-07	CYPSPB	* CYP/staff acquire understanding and confidence
7.3	Leaders in organisation publicly acknowledge /celebrate C & YP's involvement.	* CYV ensures media coverage of key events	ongoing	CYV	* CYP gains higher public profile * More C&YP become involved
7.4	Key managers/members give open support to C & YP's active involvement	* Host event * Link to training and development	Oct-05	Director, CYV Champion(s) Members	* Active development of learning organisation
7.5	Managers support innovation on active involvement/accept risks/committed to learning and reflection	* Change culture * Key managers host event, contribute to PR	Jun-05	CYPSPB CYV	*Organisational culture supports innovative practice
7.6	Senior staff/elected members take an active part in key consultation & participation events.	* Key managers participate in events "	Jun-05	CYPSPB Champion(s)	*Profile raised
7.7	C & YP hold organisation to account and have a key role in scrutiny processes	* Membership of CYPSPB shadow board * Linkage to CYPSPB proper			* Better and more appropriate services
7.8	Leadership of specific projects and appropriate services is shared between C&YP and adults	* Equip both groups to understand and fulfill leadership roles *Reporting on good practice	Ongoing	Training Projects, CYV	* Better and more appropriate services *Models of good practice are developed

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