

Action Plan for Play Jan 2010-11						
Key Aim	Specific Action	Time By	Who's involved	Completed?	Notes	
Develop continuation Project for Sept 2010	Set up meeting with key partners	End Feb 10	Rob Wakefield, Sam Howlett (RCC), Jayne Wisely	Yes	Community Foundation and/or Reaching Communities bid planned	
	Consult Play Partnership and Community Safety Partnership	Early March 10	Stella			
Maintain Play Partnership and Develop Membership	Pilot bid or main bid submitted	End April 10	Stella and Sam Howlett			
	Travellers site provision considered	End March 10	Stella, Rob Wakefield, Sam Howlett, Jayne Wisely	Yes	Included as part of extension project	
Extend membership to Open Spaces Team	Quarterly e-bulletin of news/events	Early March 10	Stella			
	2 x annual meetings/events	Jan 10 + Sept 10	Stella	Jan done	Play On! Celebration of play and reinvigoration of play partnership group	
	Extend membership to Open Spaces Team	Jun-10	Stella			
Complete BLF Play Portfolio	Gather Children and Young People's Views for Evaluation of Play Portfolio in Sept	April to Aug 10	Stella - with Lizzie Keenan (Welland Park), Corrin Parrat (Fleckney Skatepark), and Katie Barber (Lutterworth)		Lizzie contacted for links to Planning for Real actions	
Organise Annual Play Day event in District	Planning meetings for M/H event	1st by April 10	Stella, Rob Smith, and Chris Sewert	Ongoing	Feb meeting initially, 2nd planned for April	
	Establish Young People Planning focus group	Apr-10	Stella and Lizzie Keenan			
	Promote to community members in receipt of a play pack to hold their own local events and publicise in activity brochure	End April 10	Stella and Rob Smith	Ongoing	Commenced in Feb 10	
Increase buy-in of participation of Children and Young People in play developments	Organise in-house/external training to key partners and professionals in participation Link to Hear by Right Standard and Action Plan	End of May 10	Stella and Children's Links		Children's Links approached for bespoke plan to deliver in May	
		Ongoing	Stella and Hear by Right Planning Group	Ongoing		
Promotion of Street Level Play and Community Cohesion	Promote to Community Safety Partnership	End April 10	Stella and Sarah Pickering		Street Party promotion possible	
	Link to Play project funding bid for "Play Priority" Street areas	Dec-10	Stella and Alan Paul/Sarah Pickering			

Action Plan for Hear by Right/Voice Work Jan 2010-11									
Key Aim	Specific Action	Time By	Who's involved	Completed?	Notes				
Support Partnership Project - Rural Youth Voice	Provide ongoing supervision for project officer	Monthly, then quarterly	Stella		Supervisions in Jan and Feb to date				
	Promote and develop links to Harborough Youth Council	Ongoing	Stella and Sian Ponting						
	Support Project Officer to develop IT/Media Voice mechanism - bidding for additional funds as necessary	Dec-10	Stella and Sian Ponting	Ongoing	Funding bid to Community Voices submitted Feb 10. 1x IT company consulted. 2 further sought				
Research current level of children and young people participation in HDC	Set up department/team meetings with key areas of HDC:	Com Safety -End Mar 10	Stella	Yes					
		Env Health - End April 10							
		Open Spaces - End May 10							
		Planning - End June 10							
		Waste Services - End Jul 10							
	Com Services - End Aug 10								
	Develop proforma to record results	End Mar 10	Stella	Yes					
Set up Hear by Right Planning Group	Invite members to group - link with Rural Youth Voice and HVC for young members	End Sept 10	Stella, Jayne Wisely, Kate Frow, Rachel Abbott, Sian Ponting, Young Person Rep						
	Set up quarterly HBR actions review meetings	End Sept 10	Stella						
	Construct Concise Strategy Document for HBR and link to action plan	End Sept 10 - to present at meeting	Stella						
Negotiate with Youth Service for re-model of HVC	Raise as discussion point at CYP Steering Group	May-10	Stella and Rob Wakefield						
	Consult with NW leics on their redevelopment	Apr-10	Stella						
	Propose new model to Youth Service and HVC	May-10	Stella and Rob Wakefield						

Action Plan for Safeguarding April 2011-1:

Key Aim	Specific Action	Time By	Who's involved	Completed?	Baseline @ April 2011
In-House Training Programme - regular sessions timetabled for year	2 Gold Sessions (10 attendees) E-Learning Bronze Roll Out 2 x Induction Sessions - Face 2 Face Bronze (estimated)	Nov-11 Jul-11 Mar-12	Stella & Other trainer? Stella & June Haines Stella & June Haines	Yes - 2 Gold Sessions Annually Launched Oct 2011 Quarterly Sessions Timetabled	Regular Gold sessions taken place E-learning developed but not launched No planned induction sessions
Maintain regular DSO monitoring meetings	Timetable quarterly meetings	Apr-11	Stella, Alan, Jayne, Wendy, Claire	Yes - Quarterly Meeting Taken P	Timetable of regular meetings exists
DSO Representative to attend County DSO Support Meetings	Attend quarterly meetings	Mar-12	Stella/Alternative DSO	Yes - Quarterly Meetings Attended when possible (action points from missed meetings followed)	Timetable of regular meetings exists
Attend Safeguarding Training sub group meetings	Attend quarterly meetings	Mar-12	Stella	Yes - Quarterly Meetings Attended when possible (action points from missed meetings followed)	Timetable of regular meetings exist
Induction of new/replacement DSO's at HDC	Face to Face session on role	Jul-11	Stella	Yes - Face to face session with new DSO's x 4	Changes of DSO needed due to staff changes
	Arrange for training with County	Sep-11	Stella	County Repeat Training Pending	
Development of HR written procedures on staff recruitment and safeguarding	CRB refresher timetable process	Jul-11	Stella and Claire/Elaine	Yes - Inclusion of HR procedures in new Policies - pending HR	No written policies or procedures
	Recruitment - Safeguarding analysis Training - Requirement and Refresher timetable	Sep-11 Jul-11	Stella and Claire/Elaine Stella and June Haines	Policy completion Yes - Training Calendar completed and shared with HR	
HDC Contracts - Safeguarding Compliance written in	Central location of all contracts Assessment for safeguarding implications process	Mar-12 Mar-12	Stella and Verina Stella and Verina	Yes Yes - Protocol for compliance with safeguarding policies established for all new contracts appropriate safeguarding clauses included as necessary	No written protocol in place
	Safeguarding clause inclusion	Mar-12	Stella and Verina		