

Appendix B

HDC-led Action Plan							
This action plan relates to the work that Harborough District Council (HDC) will lead on for this Young Person Opportunities Plan 2022							
No.	Objective	No.	What we will do	By when	Who will deliver this?	Milestones	Target/Outcome
Priority 1: Encourage and support skills, training and employment opportunities within the district for young people							
1.a	Promote employment and learning opportunities for young people within the Council	1.a.1	Raise the profile of HDC as an employer of young people	Ongoing	HR, comms, Learning & Organisational Development Business Partner, Economic Development Team	Review / monitor online traffic, include in future consultations, attend careers fairs, promote at Job Club, raise awareness with local businesses, schools and Job Centre Plus, provide work experience when appropriate / suitable, offering schools opportunities to visit offices / chambers / meet with the Chairman,	Increase in applications and viable prospects when positions are available
		1.a.2	Raise the profile of HDC as an apprentice employer	Ongoing	HR, comms, Learning & Organisational Development Business Partner, Economic Development Team	Review / monitor online traffic, include in future consultations, attend careers fairs (schools, colleges & universities), promote at Job Club, raise awareness with local businesses, utilise the apprenticeship levy	Increase in applications and viable prospects when positions are available
		1.a.3	Utilise the apprentice levy to upskill existing employees	Ongoing	Learning & Organisational Development Business Partner, HR, service managers, employees	Consider this route for every training need, discussion at appraisal	No loss of levy funds, increase in internal skills development
		1.a.4	Sign up to the Care Leavers covenant to launch our care leavers offer, that includes employment opportunities	2023	Leicestershire County Council (LCC), Safeguarding leads, Community Partnerships, HR, Comms	Assign a Care Leavers Champion, sign-up to Care Leavers covenant, launch care leavers offer	Employer of care leavers, adherence to offer, champion is promoted, increased diversity represented in workforce

		1.a.5	Enhance our commitment to improving social mobility amongst our workforce	2028	Care Leavers Champion (TBC), Armed Forces Champion, LCC, Multi-Agency Travellers Unit (MATU), Job Centre Plus (JCP), Safeguarding lead, HR, service managers, Community Partnerships, Economic Development Team, Comms	Continued job clubs, liaison with LCC regarding Care Leavers in our community, liaison with Amred Forces Chamption regarding military experienced individuals in our community, attendance at careers fairs, regular engagement / information events, utilising government initiatives / papers / Acts, etc	Increase in diverse representation in the local workforce, increased relationships with schools and local businesses, improved access for young people from lower socio-economic backgrounds to information and experiences
1.b	Encourage local businesses and the Voluntary, Community and Social Enterprise (VCSE) sector to help the creation of local opportunities for young people, through viable apprenticeships and employment.	1.b.1	Encourage Harborough businesses to develop viable apprenticeships and other opportunities	Ongoing	Economic Development Team, Comms	Regular engagement / information events	Increase in viable opportunities across the district, reduced rates of unemployment
		1.b.2	Encourage volunteers and the voluntary sector, highlighting it as a gateway to employment, the benefits on community cohesion, skills development and overall wellbeing	Ongoing	Economic Development Team, Learning & Organisational Development Business Partner, HR, Comms, Voluntary Action Leicester (VAL)	Regular engagement / information events	Improved skills development, access to opportunities, equality, improved social mobility, increase in numbers of young people volunteering, improved community cohesion, improved levels of wellbeing, reduced instances of loneliness and isolation
		1.b.3	Provide advice and support to young entrepreneurs, job seekers and any young people interested in learning opportunities	Ongoing	Economic Development Team, Harborough Innovation Centre (HIC), Harborough Grow On Centre (GOC), Comms, JCP	Continued job clubs, attendance at careers fairs, regular engagement / information events	Improved skills development, access to opportunities, equality, improved social mobility
1.c		1.c.1	Work with partners to raise the profile of Science, Technology, Engineering and Maths (STEM) subjects, particularly in relation to the need for Green Jobs and achieving carbon neutrality.	2026	Economic Development Team, Centre for Logistics Education and Research (CLEAR), Community Partnerships, Comms, LLEP, Climate Champion	Regular engagement / information events, launch and development of CLEAR opportunities	Increase in viable and sustainable Green Jobs within the district, reduction in emissions, numbers of students at CLEAR, increased relationships with schools and local businesses

Work with partners to develop sector specific further education (FE) / Post-16 / higher education (HE) school-to-work transitions	1.c.2	Maximise the potential for young people through the unique education and training opportunities at the Centre for Logistic Education and Research (CLEAR) at Magna Park.	2028	Economic Development Team, Centre for Logistics Education and Research (CLEAR), Community Partnerships, Comms, LLEP	Regular engagement / information events, launch and development of CLEAR opportunities	Increase in viable and sustainable Green Jobs within the district, reduction in emissions, numbers of students at CLEAR
	1.c.3	Ensure Skills for Jobs, Skills & Post-16 Education Bill, the Levelling Up White Paper, UK Shared Prosperity Fund (UKSPF) & any other Government initiatives are utilised, referred to and implemented as widely as possible	Ongoing	Economic Development Team, Learning & Organisational Development Business Partner, HR, comms	Regular engagement / information events	Improved skills development, access to opportunities, equality, improved social mobility
	1.c.4	Work with partners to reduce barriers to learning for young people, in order to tackle economic inactivity and increase social mobility.	2028	Care Leavers Champion (TBC), Armed Forces Champion, LCC, MATU, JCP, Safeguarding lead, HR, service managers, Community Partnerships, Economic Development Team, Comms, local businesses	Regular engagement / information events, job clubs	Increase in diverse representation in the local workforce, increase in access to opportunities, equality, improved social mobility, reduction in young people not in education, training or work, improved access for young people from lower socio-economic backgrounds to networks of advice, information and experiences

Priority 2: Increase awareness and availability of suitable and affordable housing for young people

2.a	Increase the availability of suitable and affordable properties to meet identified needs	2.a.1	Engage with a consultant from the Housing Advisors Programme (HAP)	2023	Chief Housing Officer Group (CHOG), HAP, RPs	Meet with consultant, initiate plans, regular reviews	Innovative solutions, increase in sustainable one-bedroom properties to meet local / county need
		2.a.2	Increase the provision of suitable affordable, one-bedroom properties to meet current need	2026	Housing Team, Housing Advisors Programme (HAP), developers, Registered Providers (RP)	Continued achievement of dwellings per annum targets, meet outcomes of HAP	Increased amount of suitable housing, increase in numbers of young people saving to buy a home, increased numbers of young people residing in the district

2.b	Raise awareness of Government affordable housing schemes	2.b.1	Promote Government schemes (prior to dynamic deadlines) and how best to access them	2026	Housing Team, Comms	More accessible information available, improved internal knowledge at assessment / contact stage, increased access to affordable housing, a drive to meet HTB deadline of 31/10/2022	Increase in applications to schemes within the district, increased utilisation of schemes, increased amount of affordable housing, increased diversity of population, people feel more positive about the options available to them in their locality
2.c	Support young people to access suitable rented accommodation (private & social rental sectors)	2.c.1	Consider options to support young people into suitable rented accommodation	2024	Housing Team, Housing Advisors Programme (HAP), developers, Registered Providers (RP), Comms	Regular reviews, regular surveys, annual Private Landlords Forums,	Increase in suitable, affordable rental options, increase in numbers of young people renting, increase in numbers saving to buy a home, increased diversity of population, people feel more positive about the options available to them in their locality
		2.c.2	Promote need for suitable affordable rent options for young people at the Private Landlords Forum	2024	Housing Team, comms	Annual Private Landlords Forum, growth in number of participants	Increase in private landlords engaged with service, increase in suitable, affordable rental options, increase in numbers of young people renting, increase in numbers saving to buy a home, increased diversity of population, people feel more positive about the options available to them in their locality
		2.c.3	Seek to increase provision of suitable affordable properties to meet need	2026	Housing Team, Housing Advisors Programme (HAP), developers, Registered Providers (RP)	Continued achievement of dwellings per annum targets, meet outcomes of HAP, annual Private Landlords Forum	Increase in private landlords engaged with service, increase in suitable, affordable rental options, increase in numbers of young people renting, increase in numbers saving to buy a home
		2.d.1	Not place any 16/17 year old in Bed & Breakfast accommodation	Ongoing	Housing Team, Leicestershire County Council, CHOG, safeguarding lead	Assign a Care Leavers Champion, sign-up to Care Leavers covenant, launch care leavers offer, improved awareness of issues at assessment / contact stage	Decrease in numbers of homeless 16/17 year olds, decrease in homelessness applications, improved safety and wellbeing

2.d	Reduce instances of youth homelessness.	2.d.2	Signpost / refer those in need of financial, or any other type of support when assessed i.e at homeless application, housing registration stage or if dealing with arrears	Ongoing	Housing Team, Customer Services, Safeguarding lead, Revenue & Benefits (R&B), RP	Improved awareness of how to deal with issues at assessment / contact stage	Decrease in evictions, decrease in arrears, decrease in homelessness applications, increase in people who feel adequately supported
		2.d.3	Adhere to guidance for support of care leavers, military experienced or other vulnerable young people	Ongoing	Housing Team, Customer Services, Safeguarding lead, Revenue & Benefits (R&B), RP, Armed Forces Champion	Improved awareness of how to deal with issues at assessment / contact stage	Reduced numbers of vulnerable homeless young people
		2.d.4	Sign up to the Care Leavers Covenant	2023	Leicestershire County Council (LCC), Safeguarding leads, Community Partnerships, HR	Assign a Care Leavers Champion, sign-up to Care Leavers covenant, launch care leavers offer	Reduced numbers of homeless care-leavers (including applications), increased representation

Priority 3: Ensure young people are consulted on matters directly impacting their futures

3.a	Support our young people through engagement and participation exercises so that key issues are considered throughout our service delivery and strategic development.	3.a.1	Explore opportunities to engage with young people in relation to policy development	Ongoing	All teams	Build on and develop community relationships and networks of young people, create forums and databases for ease of access / reference, promote a welcoming environment for participation	Increased levels of active participation in young people, the right conditions are created to enable young people to use their voice, have their views heard and make a difference in their communities, that young people feel empowered, heard and listened to, achieve diverse representation
		3.a.2	Promote equality and diverse representation of young people throughout our service delivery	Ongoing	All teams	Increased engagement with jobs and consultations	Improved understanding of need bringing about wider representation at policy level

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Priority 1: Develop skills, training and employment opportunities within the district for young people							
1.c	Work with partners to develop sector specific further education (FE) / Post-16 / higher education (HE) school-to-work transitions	1.c.5	Recruit 10 new Apprentice Ambassadors (AA)	Jul-22	Leicester and Leicestershire Enterprise Partnership (LLEP), Behavioural Insights Team, Employer Ambassadors (EAs), Apprenticeship Skills and Knowledge Team (ASK), Education Effectiveness Partnership (EEP)	LLEP Recruitment drive, allocation of Aas	Address skills & employment gaps, improved engagement & awareness with young people
		1.c.6	Highlight apprentice stories and utilise AA networks	Ongoing	Leicester and Leicestershire Enterprise Partnership (LLEP), Behavioural Insights Team, Employer Ambassadors (EAs), Apprenticeship Skills and Knowledge Team (ASK), Education Effectiveness Partnership (EEP)	Schemes to address skills & employment gaps, focus on opportunities in areas where take-up is low, work with the government using behavioural insights to stimulate interest, increase number of AA's being recruited & trained	Recruitment & training of 10 AA's, rise in awareness of apprenticeships, T-Levels, FE opportunities,