

# TACTIC ANNUAL WORK PLAN – 2021- 2022

# APPENDIX A

SERVICE NAME: TACTIC - Teenage Advice and Teenage Information Centre						
CORE SERVICE						
	PROJECT	AIMS	OBJECTIVES	HOW SUCCESS WILL BE MEASURED	TIMETABLE FOR DELIVERY	UPDATES
1	After school drop-in facility	To provide a safe environment for young people to come after school and socialise with their peers, whilst having youth worker support available.	To offer 5 after school drop-in sessions at TACTIC	<ul style="list-style-type: none"> <li>Daily / weekly attendance figures.</li> <li>Feedback from young people – annual service user survey.</li> </ul>	Weekdays 3:30 pm – 6pm. Ongoing  September 21 Jan 22	3 sessions per week continuing   Ongoing
2	Mentoring	To enable and empower young people to develop their own skills and strategies to deal with issues affecting them and make positive choices.	To offer one-to-one mentoring support to young people aged 12 – 19 years with a qualified Youth Worker	<ul style="list-style-type: none"> <li>Attendance</li> <li>Feedback from Young person</li> <li>Feedback from Parent / school</li> <li>use of Youth Web monitoring/ recording</li> </ul>	40 Per year. Ongoing  Feb 22	Ongoing Currently 20 open case and 14 on waiting list. <i>On staff member on Maternity leave.</i>
3	'Talk It out' project	To have Youth workers by the telephones at specific time each week to offer weekly 'Call us' sessions for young people to have chat with a youth worker in confidence.	To allow additional support for young people during COVID-19 restrictions ensuring they have access to support.	<ul style="list-style-type: none"> <li>Phone Calls</li> <li>Feedback from staff</li> <li>Feedback from young people</li> </ul>	Commencing 9 <sup>th</sup> Feb 2021  June 21	Completed

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		Sessions every Thursday 2pm – 4pm				
4	Sexual Health	To deter young people from risky taking behaviour. Relationship support. Referrals to specialist agencies where necessary	To offer information on sexual health matters. Deliver the condom card scheme, pregnancy testing and Chlamydia screening (trained/qualified staff only)	<ul style="list-style-type: none"> <li>Data collected locally and nationally.</li> <li>Young person’s feedback</li> </ul>	Ongoing	Ongoing
	Sexual Health and relationships weekly Sessions	To offer weekly facility for young people to book appointment and receive necessary support. – every Wednesday 2pm – 4pm	To allow young people to maintain ongoing support during COvid-19 restrictions.	<ul style="list-style-type: none"> <li>Attendance</li> <li>Young Persons feedback</li> </ul>	Commencing Wednesday Feb 3 <sup>rd</sup> 2pm- 4pm. Ongoing weekly.	Moved to daily drop in support now centre back open
					Feb 22	Ongoing/ in place
5	Red Box Project	We have signed up to the Red Box Project which is a community-based, charity, which aims to support young people throughout their periods by providing red boxes filled with free period products to local schools and clubs	To ensure young people have access to free period products.  To address Period Poverty	<ul style="list-style-type: none"> <li>Uptake</li> <li>Number of products distributed.</li> <li>Young Persons feedback</li> </ul>	Ongoing	
					Feb 22	Ongoing/ In place
6	Youth Forum	To encourage and support the involvement of young people who want	For young people to be the voice of the wider community whilst	<ul style="list-style-type: none"> <li>Attendance at meetings</li> <li>Project Delivery</li> </ul>		5 New young people recruited for the activity.

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		<p>to make a difference both within the TACTIC centre and in their local community</p> <p>TO recruit new volunteer young people to join forum when possible, using the schools as a contact point.</p>	<p>developing new skills and confidence</p> <p>To allow other young people to contribute their ideas to the wider community and get involved in volunteering.</p>	<ul style="list-style-type: none"> <li>Youth progress</li> <li>Social progress</li> </ul> <p>Uptake of new volunteers</p>	<p>Commence asap – ongoing.</p> <p>December 21</p> <p>Feb 22</p>	<p>Rebranded to ' We Are Youth'</p> <p>Ongoing fortnightly meetings in place</p> <p>Group looking to support carnival 2022</p> <p>Meetings moved to monthly sessions</p>
7	Hire of Building	<p>To maximise use of TACTIC building</p> <p>To increase usage and income for council assets.</p>	<p>Space provided for community groups / agencies and businesses to use as venue for meetings, gatherings, small community events etc.</p> <p>To explore interest and use of venue by small businesses as a place to network and access amenities, e.g. meeting room.</p>	<ul style="list-style-type: none"> <li>Hours of building use outside of core delivery</li> <li>Businesses uptake</li> <li>Hirers feedback</li> </ul>	<p>To reinstate this provision as soon as possible and health and safety measures allow.</p> <p>November 21</p> <p>Feb 22</p>	<p>Now taking bookings for hire since post Covid.</p> <p>NOAH booked for 2 days per week from November up until end March 2022</p> <p>Further bookings from NOAH enterprise</p>

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8	Holiday Projects	To provide holiday activities for young people aged 12 - 19	Young people able to take part in affordable activities during holidays and maintain social networks.	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• Young Person Feedback</li> </ul>	To reinstate this provision asap with additional more substantial activities due to funding from previous year carried forward.	Back in place for Easter and Summer 2022
9	Promotion and public communication	Maintain web site and social media communications	Centre to provide remote access to services and support networks.	<ul style="list-style-type: none"> <li>• Recorded 'Likes', 'Shares', 'Reach' and 'Followers' of posts - on Facebook/Twitter</li> <li>• Young person feedback</li> <li>• Community feedback</li> </ul>	Ongoing  Website and Facebook updated	Ongoing/ In place  Jan 22
10	Environmental ambitions	Deliver the Council's Environmental Ambitions.	<p>Raise environmental awareness, understanding and knowledge among young people.</p> <p>Support the personal development of young people through practical environmental projects and activities.</p> <p>Deliver activities as per TACTIC Environmental Project Plan</p>	<ul style="list-style-type: none"> <li>• Young person Feedback</li> <li>• Community Feedback</li> <li>• Participation in projects</li> <li>• Delivery of TACTIC environmental project plan to include the proposed change to LED lighting within the centre.</li> </ul>	<p>To continue to reinforce measures with young people once restrictions are lifted.</p> <p>Recycling ongoing.</p> <p>October 21</p>	<p>Ongoing</p> <p>LED lighting completed</p> <p>New recycling bins in place</p>

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		To obtain quotes from electrical engineers to ascertain probability of changing centre lighting to LED	To reduce energy and wasted lighting within centre.	Measured in future. energy bills if project proceeds.	Quotes being obtained.	Window and internal displays supporting project
11	School Liaison	<p>Develop working liaison with schools and provide support for young people in the school environment.</p> <p>Maximise TACTIC resources and generate income.</p> <p>Promote services for young people</p>	<p>Attend regular assemblies at local middle and upper school</p> <p>Deliver Schools, Offer workshops in line with PHSE (Physical Health and Social Education) curriculum to local middle and upper schools in LLTC.</p> <p>Plan and deliver themed workshops to support young people's personal and social development.</p>	<ul style="list-style-type: none"> <li>• Uptake from schools</li> <li>• Young person feedback</li> <li>• School feedback</li> <li>• Income generated</li> </ul>	<p>To continue to offer support to schools during restrictions and support young people.</p> <p>November 21</p> <p>Feb 22</p>	<p>Ongoing throughout COVID with mentoring and workshops to continue from Sept 21</p> <p>Ongoing/in place</p> <p><i>*Awaiting school uptake – as per recommendation for Dodford funds.</i></p>

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12	Playschemes	To offer Easter and Summer activities for 8 – 11-year olds	To provide affordable activities in local community for younger age children	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• Feedback from young people</li> <li>• Feedback from parents / carers</li> </ul>	<p>To reinstate the sessions during Easter and Summer as soon as possible providing activities for 8 – 11-year olds</p> <p>December 21</p> <p>Feb 22</p>	<p>ON hold until 2022 due to COVID</p> <p>Will be reviewed for Easter scheme</p> <p>Unlikely playschemes will commence in Easter 2022 due to increase in COVID cases. To be reviewed early 2022</p> <p>* Now back in place for both Easter and Summer playschemes</p>
13	Community Forum	To ascertain intelligence gathering for ongoing Youth Survey.	Provide a set of 5 core questions for young people to express their views and for staff to feedback findings to wider forum.	<ul style="list-style-type: none"> <li>• Issues raised.</li> <li>• Ongoing themes</li> </ul> <p>Participation in survey</p>	<p>Ongoing Planning stages</p> <p>November 21</p>	<p>Ongoing</p> <p>Youth survey completed and shared. (Survey</p>

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		Additional work planned to extend this initiative to a wider audience in the near future	To ascertain wider collaborative feedback to determine future goals		Feb 22	Monkey and face to face responses)  Awaiting feedback from committee
<b>14</b>	GDPR Ref: 87/P&F Risk register and Action plan 20/01/20	Maintain GDPR protocols	Review data management practices to ensure all aspects of GDPR are being instigated and adhered to	<ul style="list-style-type: none"> <li>Findings from review reported to Policy and Finance Committee</li> </ul>	Ongoing  Nov 21  Feb 22	Ongoing  Annual risk register reviewed  Ongoing/ In place
<b>SATELLITE AND PROJECT WORK</b>						
<b>15</b>	TANG- Teenage Additional Needs Group	To encourage young people to socialise with other young people with similar issues.	To offer weekly Youth Club for young people with additional needs at Mentmore Pavilion.	<ul style="list-style-type: none"> <li>Attendance</li> <li>Young person feedback</li> <li>Parent / Carer feedback</li> </ul>	Ongoing during restrictions with measures in place. weekly (term time)  Feb 22	Continued throughout COVID.  Ongoing  3 new members (Nov 21)  Ongoing/ In place

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16	Positive activities / Basketball	<p>To provide alternative activities for young people with the view to support reduction in Anti-Social Behaviour.</p> <p>To provide young people with activities in support of their wellbeing.</p> <p>Provide affordable access to personal development activities.</p>	<p>To provide weekly activity for young people with qualified coach</p> <p>To encourage healthy living</p>	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• Young Person Feedback</li> <li>• Community feedback</li> </ul>	<p>On hold until restrictions eased.</p> <p>Feb 22</p>	<p>On hold to be reviewed in new year (subject to staffing)</p> <p>Pending (as above)</p>
17	Positive activities / Box Release	<p>To provide additional complimentary activity for young people to further tackle Anti-Social Behaviour</p> <p>To provide young people with activities in support of their wellbeing.</p> <p>Provide affordable access to personal development activities.</p>	<p>To allow for young people to channel frustrations in safe environment</p> <p>To encourage healthy living</p>	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• Young person feedback</li> <li>• Community feedback</li> </ul>	<p>On hold until restrictions are eased.</p> <p>Feb 22</p>	<p>On hold to be reviewed in new year (subject to staffing)</p> <p>Pending (as above)</p>
18	Satellite Venues	<p>To utilise local venues for satellite working e.g. Vandyke Centre</p>	<p>Review current services for young people within the parish and increase</p>	<ul style="list-style-type: none"> <li>• Feedback from community</li> <li>• Feedback from young people</li> </ul>	<p>On hold until restrictions are eased</p>	<p>On hold to be reviewed in new year (subject to staffing)</p>



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		Ref: LLTC 5-Year Plan	locality provision where possible.  Utilise local intelligence from other agencies/ services to target areas needing intervention, e.g. ASB / Police information	<ul style="list-style-type: none"> <li>• Feedback from local agencies/ services</li> </ul>	Feb 22	Review in June 2022
19	Outreach Work	To offer outreach facility during the summer months when numbers at TACTIC are traditionally lower.	<p>To reach young people at their point of contact</p> <p>To promote activities and encourage participation</p> <p>To identify gaps in provision</p>	<ul style="list-style-type: none"> <li>• General feedback from staff team</li> <li>• Young person feedback</li> <li>• Survey results</li> </ul>	<p>On hold due to Covid – 19</p> <p>Feb 22</p>	<p>Ongoing as and when required.</p> <p>Continued throughout summer 21</p> <p>Planned for summer 2022</p>
20	Garden Refurbishment	<p>Improve/ enhance the TACTIC facility to extend use of outdoor area.</p> <p>Project to act as a motivator for young people to get involved in therapeutic environmental issues</p>	<p>Provide a pleasant area for young people and hirers to relax and enjoy the fresh air.</p> <p>Young people to gain new skills and confidence. By helping plan and deliver the project.</p>	<ul style="list-style-type: none"> <li>• Outdoor area enhanced</li> <li>• Feedback from young people</li> <li>• Feedback from Hirers</li> <li>• Evidence of Young people’s learning</li> </ul>	<p>To reintroduce this project when restrictions are eased.</p> <p>Feb 22</p>	<p>Completed Sept 2021</p> <p>Ongoing maintenance work as required</p>

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21	Youth counselling / CHUMS	To offer local service to young people in conjunction with external agencies To seek further funding for 2020-2021	Increase emotional resilience and wellbeing  Provide therapeutic safe space for young people to share feelings, experiences and emotions  Equip young people with strategies to support anxiety and depression	<ul style="list-style-type: none"> <li>• Young person feedback</li> <li>• Agency feedback</li> <li>• Parental / carer / school feedback</li> <li>• Attendance</li> </ul>	To revisit this project once restrictions are eased.  November 21  Feb 22	Currently being reviewed  Project no longer active due to unavailability of CHUMS  Fully qualified Counsellor supporting at present as a placement opportunity.  Counsellor now moved to alternative employment. TACTIC seeking replacement Counsellor
22	Staff Careers Training	To upskill staff to undertake necessary training to allow them to deliver workshops.	To ensure staff have up to date knowledge to support young people in their journey.	<ul style="list-style-type: none"> <li>• Staff courses successfully completed.</li> </ul>	July - September 2021  Feb 22	Not required at present due to Youth Advisors

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						now on site fortnightly
<b>23</b>	Delivery of Careers Workshops	<p>To offer additional support to young people by providing information, support, and guidance to help you make decisions on learning, training and work.</p> <p>To offer this support as a weekly drop-in at TACTIC.</p> <p>TO extend this to providing lunchtime workshops within upper schools</p>	To provide young people with the skills and knowledge they need to make important decisions throughout life.	<ul style="list-style-type: none"> <li>• School uptake</li> <li>• Young person’s feedback</li> </ul>	<p>September 2021</p> <p>December 21</p> <p>Feb 22</p>	<p>Pending</p> <p>Pending</p> <p>Youth Advisors now on-site fortnightly / In place</p>