

## Blackpool Council Young Inspectors Project Work Plan 22/23

Project Lead - Kirsty Fisher

Project Start:

07/03/22

Project Progress

40.19%

Display Week:

| KEY OBJECTIVE                              | TASK   | To deliver  | Delivered | Progress | Scheduled Start | Scheduled End | Actual Start | Actual End |
|--|--|---|-----------|----------|-----------------|---------------|--------------|------------|
| <b>Summary title</b>                       |  |   |           |          |                 |               |              |            |
| <b>RECRUIT COHORTS OF YOUNG INSPECTORS</b> | Write Job Description for Young Inspectors                           | 1   | 0         | 0%       | 01/04/22        | 31/06/2022    |              |            |
|  | Write Job Description for associated programme roles                 | 1   | 0         | 0%       | 01/04/22        | 31/07/22      |              |            |
|  | Co-production meetings with Young People                             | 10  | 10        | 100%     | 31/09/2021      | 31/03/22      |              |            |
|  | Hold Regular Recruitment Sessions                                    | 4   | 2         | 50%      | 01/04/22        | 31/12/22      |              |            |
|  | Recruit an ongoing cohort of Young Inspectors                        | 6   | 6         | 100%     | 01/04/22        | 31/06/2022    |              |            |
|  | 2023 Cohort Young Inspectors Target                                  | 10  | 0         |          | 01/04/23        | 31/03/24      |              |            |
|  | <b>PRODUCE A TRAINING PLAN</b>                                       | Develop training which gives YI's a clear understanding of requirements | 1         | 1        | 100%            | 01/04/22      | 31/05/22     |            |
| Deliver Training Sessions                  |  | 4   | 1         | 25%      | 01/04/22        | 31/12/22      |              |            |
| <b>CHARTER MARK INSPECTION VISITS</b>      | Undertake annual Charter Mark inspection visits                      | 15  | 1         | 7%       | 01/04/22        | 31/03/23      |              |            |
|  | Produce Visit Evaluation Reports                                     | 15  | 0         | 0%       | 01/04/22        | 31/03/23      |              |            |
|  | Feedback Reports to MRDO Lead and QMO                                | 15  | 0         | 0%       | 01/04/22        | 31/03/23      |              |            |
| <b>CHARTER MARK CRITERIA</b>               | Produce draft template   | 1   | 1         | 100%     | 01/01/22        | 31/05/22      |              |            |
|  | Draft out for consultation   | 1   | 1         | 100%     | 01/01/22        | 30/04/22      |              |            |
|  | Draft tested with Young Inspectors                                   | 1   | 1         | 100%     | 01/03/22        | 30/04/22      |              |            |
|  | Template approved  | 1   | 1         | 100%     | 01/03/22        | 30/04/22      |              |            |
| <b>CHARTER MARK PRODUCTION</b>             | Charter Mark Award designed by Young People                          | 1   | 0         | 0%       | 01/07/22        | 30/09/22      |              |            |
| <b>CHARTER MARK AWARD</b>                  | Evaluation of Visit Report   | 15  | 0         | 0%       | 01/04/22        | 31/03/23      |              |            |
|  | Award Level Agreed by YI and Project Team                            | 15  | 0         | 0%       | 01/07/22        | 31/03/23      |              |            |
|  | Provider Feedback and Award Issued                                   | 15  | 0         | 0%       | 01/07/22        | 31/03/23      |              |            |
| <b>REGULAR PROJECT TEAM MEETINGS</b>       | Fortnightly Meetings   | 24  | 7         | 29%      | 01/04/22        | 31/03/23      |              |            |
| <b>CORPORATE PARENTING PANEL UPDATES</b>   | Regular Updates at Panel Meetings (include annual report - add line) | 10  | 1         | 10%      | 01/04/22        | 31/03/23      |              |            |

Display Week:

| KEY OBJECTIVE                            | TASK   | To deliver | Delivered | Progress | Scheduled Start | Scheduled End | Actual Start | Actual End |
|--|--|------------|-----------|----------|-----------------|---------------|--------------|------------|
|  | Produce Annual Activity Report                                   | 1          | 0         | 0%       | 01/04/22        | 31/03/23      |              |            |
| <b>ONGOING DEVELOPMENT OPPORTUNITIES</b> | Create Strategic Business Plan                                   | 1          | 0         | 0%       | 01/04/22        | 31/03/23      |              |            |
|  | National Conference for Childrens Commissioners Presentation     | 1          | 1         | 100%     | 01/01/22        | 30/04/22      |              |            |
| <b>PROVIDER ENGAGEMENT</b>               | Provider Network Meetings  | 4          | 1         | 25%      | 01/04/22        | 31/03/23      |              |            |
|  | Provider Charter Mark Consultation Sessions                      | 2          | 2         | 100%     | 01/01/22        | 31/05/22      |              |            |
|  | Provider YI Referrals  | 4          | 2         | 50%      | 01/04/22        | 31/03/23      |              |            |
| <b>RESIDENTIAL SERVICES</b>              | Informing/Influencing Residential Care Provision                 | 2          | 1         | 50%      | 01/05/22        | 31/03/23      |              |            |
| <b>QUALITY ASSURANCE VISITS</b>          | Provider Visits to understand current quality (pre charter mark) | 12         | 12        | 100%     | 01/01/21        | 31/12/21      |              |            |