

## PRACTICE DEVELOPMENT GROUP

PRACTICE DEVELOPMENT SYSTEM

ACTION PLAN

SEPTEMBER 2016 - MARCH 2017

## Practice Development System Action Plan

September 2016 - March 2017

- ▶ Regional Youth Development Plan Priorities
- ▶ Engagement Framework, Pilot Outcome Based Reporting, Quality Assurance, Practice Development System
- ▶ Practice Development Work 2014-2016
- ▶ Sector Feedback

## PDG Sector Enquiry May 2016

Practice Development Key Themes

- ▶ Training and Support
- ▶ Organisational Development
- ▶ Compliance

## PDS KEY ACTIONS

September 2016 - March 2017

- ▶ Engagement Framework
- ▶ Outcomes Based Reporting
- ▶ Quality Assurance
- ▶ Child Protection
- ▶ Workforce Development
- ▶ Equality and Inclusion
- ▶ Support for the Voluntary Sector
- ▶ Support for the Inspection process
- ▶ Support for Voluntary Organisations in Planning, Employer's Responsibilities and Charitable Status

### Training and Support

Capacity Building

1. Engagement Framework
  - ▶ Cascade Training & Support for Voluntary Sector
2. Outcomes Based Reporting
  - ▶ 30 pilots; Voluntary and Controlled

### Training and Support

Quality Assurance

3. Needs Analysis Regional and Local Units; Voluntary and Controlled
  - ▶ Survey Questionnaire
  - ▶ Sector Feedback
4. QA/QAF Training Voluntary and Controlled
  - ▶ Showcase/Sharing Good Practice Models
  - ▶ Cascade QA Training

### Training and Support

5. Child Protection 3 Year Strategy and Plan
  - ▶ Short Term Interim Arrangements; Voluntary Sector Support
  - ▶ Medium Term Arrangements; Child Protection Framework
  - ▶ Needs Assessment; Survey & Cluster Groups
  - ▶ 3 Year Strategy and Plan

### Training and Support

6. Workforce Development
  - ▶ 3 Year Workforce Development Strategy & Plan 2017-2020
  - ▶ All Levels of Staff
  - ▶ Sub Group
  - ▶ Terms of Reference

## Training and Support

### 7. Equality and Inclusion

- ▶ 3 year Equality & Inclusion Strategy 2017-2020
- ▶ Assessed Need, PfY, Section 75, CRED, Shared Education, Communities of Interest, Support for Youth Workers, Fresh Start
- ▶ Sub Group
- ▶ Terms of Reference

## Organisational Development

### 8. Quality Assurance

- ▶ Audit QA Tools/Systems Voluntary Sector
  - RVYOs ; Priority Areas of Work
- ▶ Identify Best/Good Models of Practice
  - ETI Inspection reports; Voluntary Sector
  - QAF; Controlled Sector
- ▶ Needs Assessment & Analysis QA Training

## Organisational Development

### 9. Management Committee Support

- ▶ Support Requirements for Voluntary Sector Management Committees including the role of young people
- ▶ Scoping Exercise
- ▶ Research and Outcomes from the Collaborative Support Hub
- ▶ Outcomes from ETI inspections

## Organisational Development

### 10. Establish a Clear Framework for Support Address Key Issues Arising from Inspections

- ▶ Eti Reports ; Issues and Challenges
- ▶ Sub Group
- ▶ TOR
- ▶ Sharing Practice

### 11. Identify Procedures and Develop Framework to Support the Inspection Process

## Organisational Development

### 12. Regional Workshops to Support Voluntary Youth Organisations in Planning

- ▶ Management Committees Develop Greater Understanding & Knowledge of Planning Processes
- ▶ 6 Planning Workshops

## Compliance

### Determine the Support Requirements for the Voluntary Sector

- 13. Employer's Responsibility
- 14. Compliance with Charitable Status
  - ▶ Needs Assessment
  - ▶ Liaise with Department for Communities and NCVA

# **PRACTICE DEVELOPMENT GROUP**

## **PRACTICE DEVELOPMENT SYSTEM**

### **ACTION PLAN**

**SEPTEMBER 2016 – MARCH 2017**



## PRACTICE DEVELOPMENT SYSTEM ACTION PLAN SEPTEMBER 2016 – MARCH 2017

TRAINING AND SUPPORT					
KEY TARGET	TIMEFRAME	OUTCOMES	CONSIDERATIONS	ACTION	
1. Capacity building for the sector on Engagement Framework	Sept 16 – March 17	Key staff trained on implementation of Engagement Framework	<ul style="list-style-type: none"> <li>• Proportionality</li> <li>• Culture/ownership</li> <li>• Delivery partners</li> </ul>	EA Train the trainers (EA + Voluntary Sector (VS) trainers) RVVO's – train Member groups EA mop up groups	
2. Capacity building 30 pilots on the Outcomes Framework	Sept 16 – Dec 16	30 Units trained on delivery of Outcomes Framework	<ul style="list-style-type: none"> <li>• Culture/ownership</li> </ul>	EA	
3. Support and training needs analysis complete within the VS on the embedding of a Quality Assurance (QA) system	Sept 16	QA Training Needs Analysis and Report completed for the VS	<ul style="list-style-type: none"> <li>• Importance of flexibility</li> </ul>	EA	
4. Training complete within the sector on the Quality Assurance Framework (QAF)	Sept 16 – Feb 17	Training delivered to key staff on QAF (as minimum standard). Evaluation Report completed	<ul style="list-style-type: none"> <li>• flexibility</li> </ul>	EA	
5. Child Protection Plan		Child Protection 3 year Strategy and Plan developed and resourced	<ul style="list-style-type: none"> <li>• Developments in the VS</li> </ul>	EA & VS	

**TRAINING AND SUPPORT**

KEY TARGET	TIMEFRAME	OUTCOMES	CONSIDERATIONS	ACTION
6. To establish a Workforce Development Plan 2017-2020	March 17	3 year Workforce Development Strategy and Plan approved for 2017-2020 including reference to full-time, part-time and volunteer staff based on assessed need and PFY	<ul style="list-style-type: none"> <li>• Compare to best practice</li> <li>• Use previous work/studies</li> </ul>	EA Lead Subgroup of PDG (4)
7. To develop a strategy to address the key issues of Equality and Inclusion	March 17	3 year Equality and Inclusion Strategy approved for 2017-2020 based on assessed need and PFY	<ul style="list-style-type: none"> <li>• Based on assessed need</li> <li>• Section 75 – CRED</li> <li>• Shared Education – Catholic/Protestant</li> <li>• Communities of Interest – PFY</li> <li>• Additional needs – support to youth workers</li> <li>• Fresh Start – support to youth workers working with young people experiencing involvement with paramilitaries</li> </ul>	EA lead Subgroup 1 x LGBT Rep 2 x Communities of Interest Reps 1 x CYPs Rep 1 x Practitioner Rep working with young people experiencing involvement with paramilitaries



**ORGANISATIONAL DEVELOPMENT**

<b>KEY TARGET</b>	<b>TIMEFRAME</b>	<b>OUTCOMES</b>	<b>CONSIDERATIONS</b>	<b>ACTION</b>
8. To complete an audit of the QA tools/systems used by the sector including identification of best practice models	Sept 16	QA Audit Report completed with examples of good practice which will inform the QA Training Needs Analysis and QAF training	<ul style="list-style-type: none"> <li>Inclusion to support and link to Needs analysis</li> </ul>	EA
9. To establish the support requirements for VS Management Committees including the role of young people	March 17	Report completed on support requirements for VS Management Committees	<ul style="list-style-type: none"> <li>Include the research and outcomes from the Collaborative Support Hub</li> <li>Outcomes from ETI inspections</li> </ul>	EA
10. To establish a clear framework for support (including resources) specifically to address key issues arising from inspections (14/15 -15/16)	Dec 16	Identification of major issues and challenges experienced by the sector. Framework and resources established to address identified inspection issues	<ul style="list-style-type: none"> <li>Collaborative approach</li> <li>Learning from SDS</li> </ul>	EA lead Subgroup SDS (1) EA (2) VS (2/3)
11. To establish procedures and a framework to support the inspection process (including resources)	Jan 17	Framework and resources established to support the sector in the inspection process	<ul style="list-style-type: none"> <li>Collaboration VS</li> <li>Sharing of best practice</li> <li>Peer support</li> </ul>	EA lead Subgroup SDS (1) EA (2) VS (2/3)
12. To complete 6 regional workshops to support voluntary youth organisations in their planning	Jan 17	6 planning workshops delivered across 5 regions. Management committees have greater understanding & knowledge of planning processes.	<ul style="list-style-type: none"> <li>Identification of need</li> </ul>	EA Planning and Monitoring

**COMPLIANCE**

<b>KEY TARGET</b>	<b>TIMEFRAME</b>	<b>OUTCOMES</b>	<b>CONSIDERATIONS</b>	<b>ACTION</b>
<p>13. Needs assessment completed to determine the support requirements for the VS regarding their employer's responsibility</p>	<p>March 17</p>	<p>Completed Needs Assessment in relation to VS employer's responsibilities</p>	<ul style="list-style-type: none"> <li>• Manage expectation</li> <li>• NICVA</li> </ul>	<p>EA in consultation with NICVA/Department of Communities</p>
<p>14. Needs assessment completed to determine the requirements to support compliance with charitable status for VS organisations</p>	<p>March 17</p>	<p>Completed Needs Assessment in relation to support required by VS for charitable status compliance</p>	<ul style="list-style-type: none"> <li>• NICVA</li> <li>• Department of Communities</li> </ul>	<p>EA in consultation with NICVA/Department of Communities</p>