

EAST AYRSHIRE COUNCIL

DEVELOPMENT SERVICES COMMITTEE - 8 MARCH 2006

WORKING FOR FAMILIES

Report by the Executive Director of Development and Property Services

1. PURPOSE OF REPORT

1.1 The purpose of this report is to:

- (i) inform the Committee of the progress made by the Working for Families project,
- (ii) seek the Committee's approval to extend the geographical coverage of the Working for Families project,
- (iii) seek the Committee's approval for amendments to the staffing structure of the Working for Families project within the Department of Development and Property Services, subject to consultation with Trade Unions and
- (iv) seek the Committee's approval to incorporate within the WFF a proportion of the service provision currently undertaken by East Ayrshire Employment Initiative, subject to approval by the Community Planning Partnership.

2. BACKGROUND

2.1 At its meeting of 21 September 2004 the Corporate Governance Committee agreed the original staffing structure of the Working for Families project. Funding of £1.2 million was established for this arrangement from the Scottish Executive for the financial years 2004 to 2006.

2.2 The Scottish Executive has now confirmed that Ministers have agreed to continue to fund Working for Families for a further two years, for 2006/07 and 2007/8. East Ayrshire Council will therefore continue to receive Working for Families funding for this duration at the same level as previous years.

2.3 The Working for Families project was officially launched in January 2005 and is currently operational in the following areas of East Ayrshire:
Altonhill, Hillhead, Longpark and Onthank,
Shortlees, Bellfield and Riccarton,
Muirkirk, Logan and Lugar and
Dalmellington, Bellsbank and Patna.

2.4 During its first year of operation the project has supported over 300 people and has met or exceeded many of its targets. Additionally the project has also

provided budgetary advice for over 80 families and assisted 24 individuals to retain their employment. These outcomes would not have been possible without the intervention of the Link Workers. A copy of the interim report is contained within Appendix 1. There has also been considerable interest in the project from outwith its current areas of operation. The project has identified a need to support potential clients in other areas of East Ayrshire.

- 2.5** The Scottish Executive, in its response to the WFF interim report stated 'A strong delivery model has emerged in East Ayrshire which demonstrates a positive attitude to focused and effective delivery, I am confident that WFF in East Ayrshire will continue to deliver and grow throughout 2006 to 2008'.

3. PROPOSAL.

- 3.1** In response to the recent decision by the board of East Ayrshire Employment Initiative to cease trading by March 2006 and the desire to continue its two successful projects namely; East Ayrshire Works and the Coalfield Advisory project (project descriptions contained within appendix 2), added to the need to extend the coverage of the Working for Families project, it is proposed to increase the geographic coverage of the Working for Families project to include the entire East Ayrshire Council area focussing in particular, on those clients residing in the 0-30 Data Zones and to bring the two projects mentioned under the management of WFF. This would be subject to approval by the Community Planning Partnership.
- 3.2** To facilitate the above changes it is proposed to increase the Working for Families team working hours and to revise the outputs and outcomes originally approved.
- 3.3** Following Ministerial approval to continue the projects funding until March 2008, it is proposed to extend the current posts of the four (4) Neighbourhood Link Workers (graded AP3), the senior Clerical Assistant graded (GS3) and the project Monitoring and Performance Officer graded (AP5/SO1) within the Working for Families project for a further period from 1 April 2006 until 31 March 2008.
- 3.4** It is further proposed to extend the 4 part time (17.5 hrs) Trainee Support Workers (graded AP1) to full time (35 hrs) to accommodate the needs of the increased client base within the new geographical area and the variety of support measures required.. These needs have become apparent during the first year of the project operation. These posts would also be extended for a further period from 1 April 2006 until 31 March 2008.
- 3.5** It is also proposed to continue the regrading of the Project Manager (SO 15) and the Project Co-ordinator (SO 5) for the continued length of the project.

4. FINANCIAL IMPLICATIONS

4.1 The financial implications associated with the proposed amendments to the staffing structure and operating the East Ayrshire Works and Coalfield Advisory projects will be met from within existing budgets.

5. COMMUNITY / POLICY / LEGAL IMPLICATIONS

5.1 The Working for Families project is in accordance with the aims of the East Ayrshire Community Plan with specific reference to the 'Eliminating Poverty' and 'Improving Opportunities' sections.

6. PERSONNEL IMPLICATIONS

6.1 The above staffing proposals are subject to consultation with the Trades Union.

7. RECOMMENDATIONS

7.1 It is recommended that the Committee:

- (i) notes the progress made by the Working for Families project
- (ii) approves the increase in geographical coverage of the Working for Families project as detailed within para 3.1,
- (iii) agrees the amendments to the staffing structure of the Working for Families project, subject to Trades Union consultation, as detailed in paras 3.3-3.5 and
- (iv) approves the incorporation of a proportion of the service provision currently undertaken by East Ayrshire Employment Initiative within the Working for Families project as detailed in para 3.1.

James Lavery

Executive Director of Development and Property Services

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17 February 2006

BACKGROUND PAPERS

1. Corporate Governance Committee 21 September 2004.

For further information on the contents of this report contact Robert Paton, Head of Economic Development and Property on 01563 - (57)6142.

Implementation Officer: Tom Merry, Project Manager - Working For Families

Working for Families Fund: Interim Progress Report – April - October 2005

This form should be completed in accordance with the accompanying guidance and signed by the lead officer for the fund within the council.

Local Authority Area: East Ayrshire Council

Main day-to-day contact for the fund:

Name: Tom Merry
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Lead officer for the fund:

Name: Robert Paton
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Signed:

Date:

INFORMATION ON AUTHORITY - RELATED ACTIVITY

Activity	Progress to end of October 2005 including comments
<p>1. Please give an overall statement about current delivery/progress of Working for Families in your area.</p> <p>You should give details of any <i>significant</i> problems which are affecting delivery.</p>	<p>The WFF Project within East Ayrshire is progressing ahead of schedule, client numbers are on target, the Link Worker delivery model has been particularly successful. The identification and interaction with WFF clients within their own communities is a significant benefit.</p> <p>The lack of appropriate premises within certain communities has caused some client recruitment difficulties, however a major effort to resolve these difficulties is currently being undertaken and it is expected that this will result in a significant increase in client numbers.</p>
<p>2. Have all key core staff been recruited?</p> <p>If relevant, please give details of any staff recruitment/retention issues you are experiencing.</p>	<p>Yes all core staff have been recruited, the Project Performance Monitoring Officer commences maternity leave from 6 December 2005 and cover for this position has been arranged. Therefore for the period from December 2005 – June 2006 WFF will cover maternity pay and salary for the maternity period.</p>
<p>3. How many clients have registered with WFF so far?</p> <p>Has this number exceeded expectations or is it lower than anticipated? If lower than expected, what steps are you taking to address this?</p>	<p>To 31 October 2005 WFF East Ayrshire has registered 302 clients.</p> <p>This number of registrations is on target with our original estimate.</p>
<p>4. Please give an indication of how many clients you expect to register in 2006-08.</p> <p>This info will be used to inform more detailed target setting later in the year.</p>	<p>It is anticipated that if the project receives East Ayrshire Council and Scottish Executive approval to increase our target areas, client number will increase to an overall target by 31 March 2008 of 1200 clients registered with 800 clients registered during 2006-08.</p>
<p>5. Please use this space to include any additional relevant information</p>	<p>It is important that during the recruitment process of Link Workers and Support Staff due cognisance is given to background skills i.e. interpersonal skills and communication skills and that a structured training programme is in place for each individual Link Worker to allow them to develop their skills as the project progresses. Also, it is important that front line officers interact positively with existing community groups and employment/training organisations and that clear links are established with other relevant projects within Link Workers areas. To this end we have developed local worker forums which strengthen the referral links with appropriate organisations.</p> <p>It is also essential that corporately, Councils must provide support and encouragement to WFF teams and recognise the important role that they play within the delivery of interdepartmental services, this is evidenced in East Ayrshire by the inclusion of the WFF within the Community Planning process.</p>

STEERING GROUP

6. Have regular steering group meetings been held?

NO

If yes' how many meetings have been held between April and October 2005?

1 meeting has been held

Were representatives of the following in attendance at steering group meetings?		How many meetings were attended by each?
Development/Economic/Regeneration Services	YES	1
Childcare Partnership	YES	1
Social Work Services	NO	0
Jobcentre Plus	YES	1
Enterprise Agencies	NO	0
Other, please specify Ayr College Napier University – Sue and Vanessa Note: We have been particularly unfortunate during the Summer months in hosting a Steering Group meeting this has been caused by a number of unforeseen circumstances - original representatives from the College have retired and are currently seeking replacements, representatives from Enterprise Agencies are on long term sick leave and the AAHB representative has moved on. We are currently undertaking discussions with our existing partners and other potential partners to resolve these issues and ultimately strengthen the S Group. During this time the project co-ordinator has met regularly with individual S Group partners to maintain the relationship.	YES YES	1 1

7. Anecdotal/supporting information: We want to learn from your experience of implementing WfF. Please tell us of any key constraints or challenges that you have encountered in the development of the fund.

Constraints/Challenges

It has become apparent within the first year of the Project that the clients targeted are geographically disadvantaged and significantly further from the labour market than first anticipated and that issues such as family financial issues are a major hindrance to parents journey towards work. The WFF East Ayrshire has contracted the services of a money advice worker in attempt to overcome these difficulties.

The rural nature of some parts of East Ayrshire make travel to work a major issue and allied to the lack of affordable, flexible childcare and standard education/skills courses creates a problem for the Link Workers involved. It is therefore essential that Link Workers have the flexibility and skills to link transport services, create new childcare provision and encourage a more flexible local learning programme for clients.

The reduction in Job Centre Plus Action Team For Jobs activity within communities has placed more emphasis on the flexible support that WFF can provide which will ultimately impact on our overall budget position.

During the first year of the project an important aspect of WFF work has been assisting clients retain their current employment and or moving to better employment opportunities this has become a fairly significant part of the Link Workers workload. There are also a more significant number of clients than anticipated who require intense support before engaging with the labour market.

As a result of changes in national and local employability strategies and imminent loss of employability services, gaps have been identified in the onward referral of clients to employment and training opportunities. We see this as a challenge and the project will require to address this through a more innovative approach to service delivery. On-going discussions with providers is taking place.

Our local partners have also recognised the important role WFF plays in identifying and supporting clients and we are currently discussing the opportunity of hosting some existing local projects within WFF.

8. Publicising Working for Families Fund: We are always looking for opportunities to publicise Working for Families. Please use this space to tell us of any particularly good projects/practice in your area.

We have implemented a marketing plan which includes a range of activities targeted at our client group the most successful activity to date is locally organised fun days targeted specifically at children who must attend with a parent. Over the Summer period over 300 children attended these fun days with a significant number of parents registering with the project. The fun days can generally be different in each areas however they include children activities (bouncy castle, face painting, games etc.,).

INFORMATION ON AUTHORITY- RELATED EXPENDITURE

<p>9. What is your overall current over/under spend?</p> <p>If <i>significant</i> over/under spend exists, have you taken steps to realign budgets?</p> <p>Do you anticipate any future problems with under/over spend which can't be managed by realigning budgets and reallocating money between projects?</p>	<p>We will have incurred expenditure of £624,040 as at 31 March 2006 and will ensure full Working For Families budget spend of £2,400,000 by March 2008.</p> <p>Please refer to the interim financial report which shows and confirms the actual expenditure to 30 September 2005 and proposed expenditure to 31 March 2006, also proposed bottom line budget figures for 06/07 & 07/08 budget years.</p>
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INFORMATION OF SPECIFIC PROJECTS

NAME OF PROJECT: Link Project

Activity	Progress to end of October 2005 including comments
<p>10. Please give a brief summary of overall project progress. This should include details on whether or not project is fully operational and currently delivering</p> <p>You should also include details of any current <i>significant</i> problems/risks/issues which may affect the operation of the project or the attainment of objectives. What steps are you taking to address these issues/risks?</p>	<p>The Link Project is the overarching project under which all other projects are progressed. The project is fully operational and is specifically targeted within four geographical areas and is highly successful. The 4 areas targeted are as follows:</p> <ul style="list-style-type: none">▪ Altonhill, Hillhead, Longpark and Onthank▪ Shortlees, Bellfield, Riccarton▪ Muirkirk, Logan, Lugar▪ Dalmellington, Bellsbank, Patna <p>The project is on target to fully achieve its objectives, however locally available appropriate premises continue to be an issue and the project manager and co-ordinator are currently working with other organisations to resolve this.</p>
<p>11. Have all staff been recruited to the project? Are there any ongoing problems with staff recruitment/retention and how are these being managed?</p>	<p>Yes all staff have been recruited to the project and been in post from November 2004 there are no retention or other staffing issues to date.</p>
<p>12. How many clients have been registered with the project so far? Please indicate whether client recruitment is on track, more than expected or lower than expected.</p> <p>Where recruitment is lower than expected please provide details.</p>	<p>298 clients have been registered with the project which is on track to meet the original targets.</p>

Activity	Progress to end of October 2005 including comments
<p>13. Is project expenditure on track? If <i>significant</i> under or over spend is present, please give details of steps being taken to address this (e.g. reallocation of resources between projects).</p>	<p>Expenditure for this project is slightly under spent. Of the £177,203 estimated to be spent by 30 September 2005 (as per 04/05 year end report) only £115,104 has been incurred (65%). Projected Expenditure to 31 March 2006 will be £288,892 as opposed to £359,580. The £70,688 will be utilised within budget years 06/07 & 07/08.</p>
<p>14. If partner providers have been recruited to deliver the project please give details on the following:</p> <ul style="list-style-type: none"> • Are all SLAs (or similar) in place? • Is the service being provided by the partner satisfactory? • Are there currently any significant problems with partner delivery 	<p>Not Applicable</p>
<p>15. Additional Questions: You should answer these additional questions where applicable:</p> <ul style="list-style-type: none"> • Have premises been secured? • Is all capital expenditure complete? 	<p>The base premises at 20 The Foregate is currently under refurbishment. Team premises have been established within the 4 originally identified areas although some refurbishment work will be required in 2 areas.</p>
<p>16. Please give an indication of whether or not this project will continue into 2006-08. If currently undecided please say so.</p>	<p>It is intended that not only will the project continue until March 2008 but we propose to increase the geographical coverage of the project to target other areas within East Ayrshire. To achieve this it is intended to increase the current part time working arrangements to full time and a fully detailed proposal will be submitted to Scottish Executive in due course with a similar report submitted for consideration to the Development and Property Services Committee of East Ayrshire Council. The project has received significant interest from potential clients out with our current operational area; numbers suggest a significant interest in the work and support we provide. Careful consideration has been given to this in terms of project capacity and we view this as a significant opportunity for project development.</p>

INFORMATION OF SPECIFIC PROJECTS

NAME OF PROJECT: Under 16 Teen Care Project renamed as "Teen Activity Clubs"

Activity	Progress to end of October 2005 including comments
<p>10. Please give a brief summary of overall project progress. This should include details on whether or not project is fully operational and currently delivering</p> <p>You should also include details of any current <i>significant</i> problems/risks/issues which may affect the operation of the project or the attainment of objectives. What steps are you taking to address these issues/risks?</p>	<p>There has been a demand for Teen Activity Clubs providing out of school care for teenagers across the 4 geographical areas.</p> <p>In the North of East Ayrshire the North West Youth Project facilitates and monitors 2 under 16 Teen Activity Clubs, which are subject to SLA 's that are signed and in place. The ages that this project covers range from 10 years of age upwards.</p> <p>In the South of East Ayrshire a more rural location, YIPWORLD (Youth Information Project) will provide a small 10 place after school service within the Muirkirk area. This is programmed to start Monday 7 November 2005.</p> <p>Also in the South of East Ayrshire, Bellsbank Adventure Playground will provide a small 10 place after school service with the Zone (a new project providing teenage facilities) in the Dalmellington area. This is programmed to start in the New Year.</p> <p>It is anticipated that YIPWORLD and Bellsbank Adventure Playground will cover a wider age range of children due to demand and lack of current provision in these rural areas. Experience shows that there is a client led demand for this type of activity in a number of our smaller communities therefore it is expected that these will be developed in conjunction with local partners.</p> <p>These current delivery agents are all social economy organisations.</p>
<p>11. Have all staff been recruited to the project? Are there any ongoing problems with staff recruitment/retention and how are these being managed?</p>	<p>Project staff are recruited through the social economy organisations and are not employed by WFF Project.</p>

Activity	Progress to end of October 2005 including comments
<p>12. How many clients have been registered with the project so far? Please indicate whether client recruitment is on track, more than expected or lower than expected.</p> <p>Where recruitment is lower than expected please provide details.</p>	<p>The North West Youth Project which provides 2 under 16 Teen Activity Clubs has enabled over thirty children to attend allowing our clients to take up additional hours or move from unemployed to employed or attend further education.</p> <p>The under 16 Teen Activity Club due to commence in Muirkirk has currently 6 children on the waiting list and 12 children on the waiting list for Dalmellington.</p>
<p>13. Is project expenditure on track? If <i>significant</i> under or over spend is present, please give details of steps being taken to address this (e.g. reallocation of resources between projects).</p>	<p>This project has currently incurred expenditure of £26,822 (32% of the proposed budget, £83,995) however by 31 March 2006 the full £83,995 will have been spent.</p>
<p>14. If partner providers have been recruited to deliver the project please give details on the following:</p> <ul style="list-style-type: none"> • Are all SLAs (or similar) in place? • Is the service being provided by the partner satisfactory? • Are there currently any significant problems with partner delivery 	<p>In the North of East Ayrshire the North West Youth Project delivers 2 under 16 Teen Activity Clubs, which are subject to SLA 's that are signed and in place. The YIPWORLD and BAP have detailed pro formas in place but it is our intention that they will be subject to full SLA's by January 2006 as their services become established.</p>

<p>15. Additional Questions: You should answer these additional questions where applicable:</p> <ul style="list-style-type: none">• Have premises been secured?• Is all capital expenditure complete?	<p>The Social Economy organisations are responsible for ensuring their premises are adequate however WFF have assisted in some small capital expenditure essential to meet Care Commission requirements.</p>
<p>16. Please give an indication of whether or not this project will continue into 2006-08. If currently undecided please say so.</p>	<p>It is fully intended that these projects will continue into 2006 – 08 as long as future demand dictates. However within the rural communities, flexible childcare requirements may indicate that further innovative solutions may have to be investigated. A budget has been identified within the years 06/07 and 07/08.</p>

INFORMATION OF SPECIFIC PROJECTS

NAME OF PROJECT: The Business Start-up for Childcarers Project

Activity	Progress to end of October 2005 including comments
<p>10. Please give a brief summary of overall project progress. This should include details on whether or not project is fully operational and currently delivering</p> <p>You should also include details of any current <i>significant</i> problems/risks/issues which may affect the operation of the project or the attainment of objectives. What steps are you taking to address these issues/risks?</p>	<p>This project has been very successful and well received within the communities of East Ayrshire. This has assisted the Link workers ability to identify more childcare places to accommodate client need.</p>
<p>11. Have all staff been recruited to the project? Are there any ongoing problems with staff recruitment/retention and how are these being managed?</p>	<p>Potential Registered Childminders are identified by the Link Workers and are referred to the East Ayrshire Council's Childminder Co-ordinator. There has been no need to recruit additional staff to this project.</p>
<p>12. How many clients have been registered with the project so far? Please indicate whether client recruitment is on track, more than expected or lower than expected.</p> <p>Where recruitment is lower than expected please provide details.</p>	<p>Currently there are 3 Registered Childminders and 41 currently undertaking training to become Registered Childminders.</p>

Activity	Progress to end of October 2005 including comments
<p>13. Is project expenditure on track? If <i>significant</i> under or over spend is present, please give details of steps being taken to address this (e.g. reallocation of resources between projects).</p>	<p>This project is significantly under spent due to the length of time that the Registered Childminder training takes to comply with Care Commission requirements. This can take up to 6 months starting from registration to second visit to the client's property before passing registration.</p> <p>Only 13% of the proposed budget has been incurred to 30 September 2005, £2,812. However it is hoped that a good number of our 41 clients currently progressing with the training will be registered by 31 March 2006 and have proposed a budget of an additional £14,624 to be spent by 31 March 2006. The under spend of this project will be utilised over budget years 06/07 & 07/08.</p>
<p>14. If partner providers have been recruited to deliver the project please give details on the following:</p> <ul style="list-style-type: none"> • Are all SLAs (or similar) in place? • Is the service being provided by the partner satisfactory? • Are there currently any significant problems with partner delivery • 	<p>Potential Registered Childminders are identified by the Link Workers and are referred to the East Ayrshire Council's Childminder Co-ordinator.</p>
<p>15. Additional Questions: You should answer these additional questions where applicable:</p> <ul style="list-style-type: none"> • Have premises been secured? • Is all capital expenditure complete? 	<p>Registered Childminders undertake this service from their own premises. There has been no capital expenditure however WFF help with start-up costs i.e. start up packs, stair gates, fire alarms etc.</p>
<p>16. Please give an indication of whether or not this project will continue into 2006-08. If currently undecided please say so.</p>	<p>It is anticipated that this project will continue into 2006-08. A budget has been identified within the years 06/07 and 07/08.</p>

INFORMATION OF SPECIFIC PROJECTS

NAME OF PROJECT: Women Into Work renamed (Clients into Work)

Activity	Progress to end of October 2005 including comments
<p>10. Please give a brief summary of overall project progress. This should include details on whether or not project is fully operational and currently delivering</p> <p>You should also include details of any current <i>significant</i> problems/risks/issues which may affect the operation of the project or the attainment of objectives. What steps are you taking to address these issues/risks?</p>	<p>The client into work course provides job readiness training throughout the four geographical areas. It was initially anticipated that a far higher level of training would be delivered. However, as registration has proved clients are much further away from the labour market than anticipated and an early intervention programme was required prior to the delivery of the Steps programme. Experience has also shown that this programme requires to be delivered to male clients as well as female clients.</p> <p>5 early intervention programmes have already been delivered throughout the areas providing confidence building, motivational and personal development.</p>
<p>11. Have all staff been recruited to the project? Are there any ongoing problems with staff recruitment/retention and how are these being managed?</p>	<p>The WFF Co-ordinator directly manages this programme using local agencies to deliver the programme tailor-made to the needs of the clients.</p>
<p>12. How many clients have been registered with the project so far? Please indicate whether client recruitment is on track, more than expected or lower than expected.</p> <p>Where recruitment is lower than expected please provide details.</p>	<p>To date 50 clients have participated in the 5 early intervention programmes. A number of people involved in the early intervention programmes will be offered a place on the Steps programme commencing January 2006 which leads the client closer to the labour market. Approx. 40 places will be offered throughout 2006</p>

Activity	Progress to end of October 2005 including comments
<p>13. Is project expenditure on track? If <i>significant</i> under or over spend is present, please give details of steps being taken to address this (e.g. reallocation of resources between projects).</p>	<p>This project has only incurred expenditure of £3,567 to 30 September 2005, however a curriculum of programmes including “To build individuals’ confidence and self-esteem” and “Job Search Skills” have been budgeted and will run over the period January – 31 March 2006.</p> <p>There will be a spend of £22,000 approximately by 31 March 2006 as opposed to £46,628. The underspend of £24,628 will be utilised over budget years 06/07 & 07/08.</p>
<p>14. If partner providers have been recruited to deliver the project please give details on the following:</p> <ul style="list-style-type: none"> • Are all SLAs (or similar) in place? • Is the service being provided by the partner satisfactory? • Are there currently any significant problems with partner delivery 	<p>We recruit local agencies to provide early intervention programme and Steps programme which is specifically tailored to the needs of the client group.</p> <p>Evaluation forms are issued by the providers to the WFF Clients to complete at the end of each programme – these are returned to WFF for monitoring and evaluation purposes.</p> <p>Although our partner Scottish Enterprise Ayrshire is not directly involved in the delivery of this programme they make a financial contribution towards the costs.</p>
<p>15. Additional Questions: You should answer these additional questions where applicable:</p> <ul style="list-style-type: none"> • Have premises been secured? • Is all capital expenditure complete? 	<p>No premises are required as the programme is undertaken within existing community premises. These places have crèche provision attached – in some of the more rural areas this has proved more difficult to accommodate crèche places within existing buildings. The output “one registered day care centre created” has been postponed in order to allow further research to take place by WFF in conjunction with child care partnerships to assess either need/demand.</p> <p>Any associated capital spend will be budgeted within 2006/07 or 2007/08.</p>
<p>16. Please give an indication of whether or not this project will continue into 2006-08. If currently undecided please say so.</p>	<p>Yes these programmes have proved very successful with a high level of demand and will be run throughout the life-time of the project.</p>

INFORMATION OF SPECIFIC PROJECTS

NAME OF PROJECT: Childcare Workers' Orientation Training

Activity	Progress to end of October 2005 including comments
<p>10. Please give a brief summary of overall project progress. This should include details on whether or not project is fully operational and currently delivering</p> <p>You should also include details of any current <i>significant</i> problems/risks/issues which may affect the operation of the project or the attainment of objectives. What steps are you taking to address these issues/risks?</p>	<p>Discussions have taken place between WFF and Child Care Partnership to agree on the most effective delivery method. The pilot project to deliver this will begin in February 2006 and last for 1 year. This pilot will deliver an SVQ Level II in Children's Care, Learning and Development. This project will provide 5 places for WFF clients. These clients will attain a recognised child qualification enabling them to gain employment in the child care sector. The project is based on a full years work placement within the existing child care sector.</p> <p>The clients must undertake 6 mandatory Units which consist of:</p> <p>CCLD 201 – Contribute to positive relationships; CCLD 202 – How to keep children safe; CCLD 203 – Support children's development; CCLD 204 – Use support to develop own practice in children's care, learning and development; CCLD 205 – Prepare and maintain environments to meet children's needs; CCLD 206 – Support children's play and learning; and 1 optional Unit.</p>
<p>11. Have all staff been recruited to the project? Are there any ongoing problems with staff recruitment/retention and how are these being managed?</p>	<p>The programme is being delivered in conjunction with East Ayrshire Council's SVQ Assessment Team managed by the Early Years Service.</p>
<p>12. How many clients have been registered with the project so far? Please indicate whether client recruitment is on track, more than expected or lower than expected.</p> <p>Where recruitment is lower than expected please provide details.</p>	<p>It is anticipated that client interviews will take place during December 2005 and the 5 successful clients will begin their training February 2006.</p>

Activity	Progress to end of October 2005 including comments
<p>13. Is project expenditure on track? If <i>significant</i> under or over spend is present, please give details of steps being taken to address this (e.g. reallocation of resources between projects).</p>	<p>The project expenditure for this project is significantly under spend as at 30 September 2006, no incurred expenditure to date. In the year end report 04/05 there was a budget allocation of £37,591 granted for this project in year 05/06 with a projected spend of £36,850 by 30 September 2005. Due to legislation changes as detailed in our year end report 04/05, the original project proposal included the qualification HNC in Childcare and Education, however, legislation changes have resulted in an SQV Level II in Children's Care, Learning and Development qualification being demanded by a wider range of employers. This legislation change required WFF to have further discussions with our training partners and a review of costs.</p> <p>Within the year 05/06 the actual spend proposed as at 31 March 2006 will be approximately £48,000, this will cover the course costs for Feb 06 – Feb 07. An additional cost of £3,000 has been budgeted to cover childcare costs that may be required for the 6 WFF Clients progressing with this qualification to 31 March 2006 only. Please refer to interim financial report showing current expenditure and proposed budget spend within year 06/07 also.</p>
<p>14. If partner providers have been recruited to deliver the project please give details on the following:</p> <ul style="list-style-type: none"> • Are all SLAs (or similar) in place? • Is the service being provided by the partner satisfactory? • Are there currently any significant problems with partner delivery 	<p>Following East Ayrshire Council's internal procurement procedures a letter of agreement will be signed by both parties detailing delivery method and costings</p>
<p>15. Additional Questions: You should answer these additional questions where applicable:</p> <ul style="list-style-type: none"> • Have premises been secured? • Is all capital expenditure complete? 	<p>The delivery agent, Early Years Team, will provide this service within existing premises. There is no capital expenditure associated with this Project.</p>

<p>16. Please give an indication of whether or not this project will continue into 2006-08. If currently undecided please say so.</p>	<p>As this is a pilot Project it is anticipated that if successful the Project will be rolled out to the other areas within East Ayrshire. A budget has been identified within the year 06/07 which will cover training for period Feb 07 – Feb 08, there has been no budget identified for 07/08 as the training would not commence until Feb 08 which is only a month prior to WFF funding ending.</p>
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INFORMATION OF SPECIFIC PROJECTS

NAME OF PROJECT: Sitter Services Project

Activity	Progress to end of October 2005 including comments
<p>10. Please give a brief summary of overall project progress. This should include details on whether or not project is fully operational and currently delivering</p> <p>You should also include details of any current <i>significant</i> problems/risks/issues which may affect the operation of the project or the attainment of objectives. What steps are you taking to address these issues/risks?</p>	<p>Two existing voluntary organisations were identified to deliver this project throughout the 4 designated areas, PEACE and The Avenue Project. In addition, it has proved necessary to utilise the services of an existing private sector provider due to lack of capacity within the two voluntary organisations. A service level agreement is not required as these organisations are utilised on an ad hoc basis. Any contracts are between the organisations and the parents.</p> <p>As already outlined the end of year report this service will not be utilised as originally planned. This is due to the high cost per hour (£11.50/hour charged to WFF – this is not a sustainable option for clients returning to work). However, the sitter service is being used locally on a short-term basis for clients returning to education or to fill child-care gaps and this will continue.</p>
<p>11. Have all staff been recruited to the project? Are there any ongoing problems with staff recruitment/retention and how are these being managed?</p>	<p>No additional staff will be required within the WFF Team. However the sector providers have recruited from our client group.</p>
<p>12. How many clients have been registered with the project so far? Please indicate whether client recruitment is on track, more than expected or lower than expected.</p> <p>Where recruitment is lower than expected please provide details.</p>	

Activity	Progress to end of October 2005 including comments
<p>13. Is project expenditure on track? If <i>significant</i> under or over spend is present, please give details of steps being taken to address this (e.g. reallocation of resources between projects).</p>	<p>Expenditure is not on track – there is a significant underspend. However, this project is being re-evaluated and will form part of a larger and more comprehensive project which may benefit from European Funding which will commence June 2006. The new project will seek to provide more affordable and sustainable childcare network. This will incorporate an ILM which will provide WFF clients with an opportunity to gain a child care qualification and on the job training – therefore building the child care infrastructure throughout East Ayrshire.</p> <p>A new project “Potential Objective 2 Application” has been shown within the Year 06/07 interim financial report, the under spend from this project will help match fund the Objective 2 Application.</p>
<p>14. If partner providers have been recruited to deliver the project please give details on the following:</p> <ul style="list-style-type: none"> • Are all SLAs (or similar) in place? • Is the service being provided by the partner satisfactory? • Are there currently any significant problems with partner delivery 	<p>A service level agreement is not required as these organisations are utilised on an ad hoc basis. Any contracts are between the organisations and the parents. The capacity within the voluntary organisations has proved insufficient for the WFF needs. This has formed the need to research other options.</p>
<p>15. Additional Questions: You should answer these additional questions where applicable:</p> <ul style="list-style-type: none"> • Have premises been secured? • Is all capital expenditure complete? 	<p>The project is currently being delivered from within the WFF client’s homes’ or the providers own premises. There is no capital expenditure to date. However this may be reviewed.</p>
<p>16. Please give an indication of whether or not this project will continue into 2006-08. If currently undecided please say so.</p>	<p>Sitter service will continue but as previously indicated not to the level that was originally proposed as the cost has proved unsustainable to working parents. Any potential underspend will be used to facilitate any new projects which strengthen the existing child care infrastructure within East Ayrshire.</p>

**Working for Families – Annex 1
Scottish Executive Targets**

Description	Target to 31-3-06	Progress to 31-10-05	Balance Remaining	NORTH WEST K/K	SOUTH K/K	M/KIRK	LOGAN/ LUGAR	DALM & B'BANK	PATNA	DALR	REG C/MIND (outwith area)
OUTPUTS											
Families Identified	400	302	98	85							
Individual completing action plans	300	230	70	67							
People completing and signposted to other training programme (CONDUIT/Woodlands etc)	50	5	45	0							
Families signposted to existing childcare services	100	33	67	11							
New sitter service hours provided	200	542	+ 342	0							
New hours of out of school care for 12-15 year olds - Teen Active (No's in brackets are number of kids)	2000	2378	+ 378	1482 (13)							
Additional hours of childcare places created	640	34	606	16							
Additional childcare places created	40	11	29	2							
Additional training places created (C/Care; F/Aid/Motivation)	30	33	+3	1							
Childminders Registered (No's in brackets are currently ongoing with registration)	30	4 (40)	26	(7)							

OUTCOMES										
Individuals accessing further support services (No's in brackets are clients utilising Money Advisor Debt Counsellor)	80	80	0	10						
Individuals continuing to develop interpersonal skills (motivation) & overcoming lit/num problems	40	44	+4	8						
Individuals into employment	40	25	15	9						
Individuals gained new employment	0	17	0	7						
Individuals into self-employment	0	8	0	2						
Individuals accessing further training programmes (SVQ's; D/Lessons)	40	37	3	11						
Families increasing the family income	60	26	34	7						

If a target figure has a + sign in front of the number this means the target has been achieved and has been exceeded.

Working for Families – Annex 1 Continued
Scottish Executive Targets

	Target to 31-03-06	Progress to 26-08-06	Balance Remaining	NORTH WEST K/K	SOUTH K/K	M/KIRK	LOGAN/ LUGAR	1. ALM & B'BANK	PATNA	DALR
ADDED VALUE										
Clients unable to help	0	35 (2-M; 33-F)	0							
Retained employment	0	24	0	10						
Back to Work Grant	0	9	0	5						