

KINETIC YOUTH LTD ANNUAL REPORT 2016/2017

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WHO WE ARE

Kinetic Youth is set up as a social enterprise with the staffing structure for 2016/2017 detailed in Appendix 1 including two Directors, one Area Manager, four Senior Youth Work Coordinators, five Youth Work Coordinators and various part time Youth Work Supervisor and Youth Support Worker posts.

INTRODUCTION

Kinetic Youth was originally set up in 2007 as a specialist Youth Participation organisation working on successful contracts across the UK. Kinetic Youth is a youth work organization set up as a social enterprise. Kinetic Youth has been delivering in its current capacity since 2012, although its Director's have been delivering youth work within the secure estate since 2010. Kinetic Youth are specialists in delivering youth work within youth justice, focusing on devising services that are bespoke to the needs of the establishments in which we work and to the young people who we work with. We ensure all our delivery is underpinned by the four cornerstones of youth work: Participation, Education, Equal Opportunities and Empowerment. In doing so we can be sure we remain individual, opportunistic, professional and progressive, within a very challenging environment.

PROJECT UPDATES

Throughout 2016/2017, Kinetic Youth delivered the following projects:

- HMYOI Cookham Wood HMPPS youth service
- HMYOI Cookham Wood, partnership (NOVUS) education service

- HMP YOI ISIS, youth work training and volunteering
- HMP Rochester, transition service, youth work training and volunteering
- South London Resettlement Consortia, resettlement service
- HMYOI Werrington HMPPS Youth Service
- HMYOI Werrington, partnership (NOVUS) education service
- East Midlands Resettlement Consortia, resettlement service
- HMYOI Feltham, partnership (Prospects) education service
- HMYOI Wetherby, partnership (NOVUS) education service
- Medway STC youth service

HMYOI Cookham Wood, HMYOI Werrington, HMYOI Feltham and Medway STC HMPPS Youth Service Delivery

The youth services delivered across our sites for our HMPPS partners were facilitated using the following youth work methodologies:

Youth club: An environment that offers a range of activities for young people to engage with, that encourages relationship building and positive attainment

Enrichment support: An environment where youth workers support officers and young people to engage positively together through active engagement in an activity

Community sports days: Engagement in a prison led scheme, to work with individuals highlighted as most at risk of disengaging in day to day activities through violent and disruptive behaviour

Young People's Council: A structured youth participation activity that supports prison to actively engage young people in decision making processes and that supports young people to gain the skills, knowledge and experiences to feel competent and confident in articulating their thoughts and opinions

Induction: A session that offers all young people new to the establishment, the opportunity to find out what services Kinetic offer and how they can engage in them

Specialist Youth Club (Foreign Nationals/Orderly): Engagement in youth club style methodology but targeting specific groups of young people as identified by the prison and based on need

Duke of Edinburgh Award: Support given to young people to achieve targets towards their DofE accreditation

Temporary License/Interviews: Young people have been involved in all Kinetic staff interviews throughout the year receiving training and recognition for their involvement

Mentoring: Schemes to mentor young people through behavior modification activities such as, bullying and violence reduction.

HMYOI Cookham Wood

During youth club and enrichment delivery, the team delivered a sexual health curriculum theme to young people using various activities. Following this the Sexual Health Nurse on site reported that two young people had decided to engage in routine HIV screening, the same two young people had previously refused to engage in this vital service. Both said they had decided to engage after discussion with youth workers during youth club.

HMYOI Werrington

A young person self-referred to a Kinetic Youth Worker due to having a good rapport with them during engagement in education and enrichment sessions. Work with this young person began because the young person had received some sad news, his best friend had been taken off a life support machine after being stabbed in the neck, sadly this led to him passing away. In the beginning the young person felt very angry and upset and wanted to seek revenge upon his release.

The Kinetic Youth Worker had many discussions with the young person about bereavement and handling emotions. Topics such as empathy, anger and his relationships with the staff and other young people in the building who were aware of what happened were covered.

The young person was having issues maintaining his enhanced status due to frustrations he felt he could not control. As this was the case the Youth Worker referred the young person to JETS within the prison, initially he had no interest in engaging with the programmes team to complete this. The Programmes team spoke to Kinetic Youth about this to which the Youth Worker offered further support and encouragement to the young person which enabled him to complete the course. (JETS is a programme delivered by the prisons Programmes Team aimed at the young people to help them problem solve and in turn reduce offending behaviours). Prison staff were very impressed with the young person to the point where they wanted to offer him ROTL, this was due to how he had maintained his good behaviour and engaged in all the relevant courses to him.

The outcomes from Kinetic Youth's engagement were success support through bereavement, completed STAG interventions course, seven months enhanced status (longest term by a young person in the prison), enhanced wing residency for 2 months, ROTL placement for 2 months and early release.

HMYOI Feltham

One particular young person has received some specific support around letter writing, he came to the session wanting to write a formal letter. He engaged in a formal letter writing session that included help with his language and spelling skills. During this session he stated he felt like two separate people. One in front of other young people and the "real" him. This resulted in a detailed exploration of his behaviour and why he does some of the things he does. He claimed that this conversation has given him the focus to set goals in order to improve his engagement and achieve his enhanced level.

East Midlands and South East London Resettlement Consortia Resettlement Service

We have worked in partnership with South London Resettlement Consortia and East Midlands Resettlement Consortia, delivering through the gate community resettlement support with many young people, achieving some significant impact outcomes. Support services included one to one support sessions within the establishments, building relationships to extend beyond the prison walls, devising plans and target setting for release, as well as delivering emotional support and development for first 24hrs post release.

East Midlands Resettlement Consortia

Young person A (YPA) had been informed he needed to move out of his current supported housing accommodation. YPA had anxiety problems and had shared concerns about moving into another supported accommodation with new people. Attached to his housing situation being an issue due to his anxiety problems this then caused him to start thinking about quitting college and getting into trouble with the wrong crowd.

When YPA finally moved accommodation Kinetic Youth made regular visits to his new premises; this enabled his settling in period to be a lot smoother. Kinetic Youth had regular 121s with YPA exploring the impact of offending behavior. Exploring YPA's aims and goals was also a focus; this enabled him to stay focused on his current education in college.

YPA recently made enormous strides, with our support he has gone from being at risk of homelessness and getting himself involved in criminal activity, to moving into his new accommodation, sharing this accommodation with the current tenants despite his anxiety, staying at college and completing his first year in painting and decoration, along with keeping out of criminal activity.

Lincolnshire Secure Children's Home

Lincolnshire Secure Children's Home (LSCH) house a number of young people, some of whom are moving into establishments that Kinetic Youth deliver a service within or are familiar with. Kinetic Youth worked with a young person within the SCH prior to their transition and resettlement into their new establishment. This support was delivery of 121 sessions, where the process of demystification of the YOI estate was approached using youth work methodologies. The young person identified their own issues and fears and devised a plan to better equip himself for transition. Upon resettlement the young person was found by existing Kinetic Youth team at HMYOI Wetherby and a relationship was formed to help support the young person.

HMYOI Cookham Wood, Werrington and Wetherby partnership (NOVUS) education services HMYOI Feltham partnership (Prospects) education services

This service has developed over the year to align with the new formal education contracts, awarded to NOVUS (formerly The Manchester College) in 2015, at our Cookham Wood, Werrington and Wetherby sites. Kinetic Youth were also commissioned in January 2017 by Prospects at HMYOI Feltham to devise and deliver an outreach and classroom youth work

service, to work with young people who are finding it difficult to engage with formal education, within formal education settings.

Kinetic Youth have devised a number of informal education pathways to engage young people in classroom activity that develops personal and social skills. Kinetic Youth have also devised and delivered an outreach service to work with young people who are finding it difficult to engage with formal education, within formal education settings. Youth Workers work with young people to help them improve and develop skills they need to participate positively within education.

All work delivered compliments that of our education partners, including the addition of informal accreditation schemes such as First Aid, AQA and Duke of Edinburgh.

HMYOI Werrington Testimonial from Wendy Bowyer, Head of Inclusion, NOVUS

Over the last two years, the relationship between Novus and Kinetic at HMYOI Werrington has gone from strength to strength. The positive partnerships that have been formed ensure that a quality provision is delivered and that we continuously strive for the best outcomes to the young people.

Kinetic deliver youth work based education sessions to all young people, including those with complex needs, behavioural difficulties and our more vulnerable. The approach used is tailored to each group and/or individual and has a profound impact on the learners. The Kinetic team are instrumental in moving young people off Outreach back into mainstream education and will follow up with individuals to ensure progress continues. Kinetic support the Equality and Diversity agenda at Werrington and co-ordinate the learner voice groups.

The amalgamation of formal and informal learning has had an extremely positive effect on the young people which has been recognised by OFSTED as good practice.

HMP YOI Rochester and HMP YOI ISIS youth service

The work at HMP YOI Rochester and HMP YOI ISIS can be broken down as follows:

- Transition service (supporting yp's from juvenile estate to resettle into the adult estate)
- Orderly training (training yp's to take on responsibility within their community)
- Participation service (Supporting yp's to effectively engage in youth council/forums)
- Volunteer training (Level 1 youth work skills to work with yp's in prison environment)

Kinetic Youth deliver youth work services through enrichment, generic association and classroom-based methodologies. Kinetic Youth introduce youth work to the residential wings, identifying and engaging with both young people and volunteers. Young people are provided with activities and opportunities to develop and grow, engage in new experiences, learn new skills and gain more knowledge in areas important to them. The service enriches the lives of young people in custody through engagement, which increases opportunities, for the individuals and the establishment.

HMP YOI ISIS Volunteer/YP feedback on services delivered

“Great session found it very enjoyable. Felt good to be able to interact with other inmates and be able to socialise while playing games we all could discuss. Would be happy coming back weekly. This should be promoted more to get more inmates engaging with one another” (MK)

“I found the session relaxing it was good to do something out of the ordinary that we don't get to do on the wing. The environment and mood was defiantly a good one and cheerful one” (W)

Partnership working

Kinetic Youth have worked hard to increase our partnerships outside youth justice to add value to our offer, support youth work in general and increase our impact; we have worked with the following individuals and organisations:

- YJB – Development of opportunities to get service users voices heard at strategic levels
- Health Watch Staffordshire – Consultation around accessibility of services for young people in prison
- Derby University and Newman University Birmingham – Youth Work student placements
- Derby University – ROTL for yp's to experience HE environment and development of JNC content
- IYW – Supporting sector to better understand the role of youth work within youth justice
- Engagement into APPG on Music within Youth Justice, attended by Gess Aird, Director at Port Cullis House, Westminster.
- Lincolnshire Secure Children's Home – Transition support for individuals moving to YOI
- TSA – Community Interest Company delivering bespoke youth work intervention
- National Alliance of Sport – Desistance of crime across the UK
- York University – Youth Work student placements
- Sheffield Hallam University – Youth Work student placements

IYW Conference 2017

Kinetic Youth were proud sponsors of the Institute for Youth Work (IYW) conference 2017. The conference is a vital part of the IYW's ambition to bring together the youth work profession through good practice sharing, professional exploration and developmental discussion.

This year Kinetic Youth took an information stand, offering a range of freebie bags, pens, sweets and key rings, newsletters, articles, reports and papers that showcased the work we do on a daily basis. We were proud to share with our peers the work we do and how we do it, encouraging debate and discussion around delivery of an anti-oppressive service within such an oppressive backdrop.

Adam Forman (SYWC HMYOI Feltham) took centre stage, delivering an informative discussion based workshop exploring the realities of facilitating youth work within prisons. The participants were active and united in their passion to prove that youth work is just as valuable in controlled, oppressive environments than those that are less restrictive, within local communities.

DEVELOPMENT PLAN

The Kinetic Youth Development Plan (Appendix 2) for 2016/2017 was a working document used by the organisation to plan, deliver and evaluate our work throughout the year. The plan inevitably highlighted areas for development, as well as highlighting areas where targets were met without issue. It was clear from the Kinetic Youth Development Plan evaluation, that there were issues with staffing structures at local and national level. One site was draining more finances from top end and other sites were struggling to recruit to deliver face-to-face work adequately.

There were also many positive outcomes highlighted in our development plan around accreditations, impact and outputs.

EVALUATION

Kinetic Youth have achieved another successful year in youth work delivery within the secure estate. Kinetic Youth have worked hard to improve on our impact data collection and can boast some significant figures and feedback that suggest the Kinetic Youth Work Service is making positive strides towards reducing barriers to engagement in such a volatile arena.

The Kinetic Youth Work Service is designed to support and build on the hard work already being carried out by partners, as our aim is to: 'Provide a range of engagement opportunities to empower young people, enabling them to access the services available to them during their time in custody and post release; and provide young people with opportunities to build the skills and confidence they need'.

Kinetic Youth, Theory of Change 2015

Our commissioners and partners have reported to have seen a direct correlation between the work Kinetic Youth deliver and the increase in engagement into regime, education and beyond.

"As Head of Admissions and Care I found the Kinetics team very supportive of the work we were doing around young people located on the CSU. As part of targets set for a young person during GOOD reviews, Kinetics would often be able to engage with them on one to one sessions around violence reduction. This would then in turn lead to the start of reintegration back onto the main unit."

Alice James, Head of Admissions and Care HMYOI Werrington

At HMYOI Werrington, data has shown that delivery in Kinetic Youth provision has reduced the number of alarm bell calls across the establishment in comparison to other service providers delivering at the same time. The data suggests that the methodologies used by Kinetic Youth Workers are driving down violence and improving safeguarding.

Of 270 alarm bells for serious incidents across HMYOI Werrington, from April 2016 until March 2017, four were called to the delivery area where Kinetic Youth were facilitating delivery. This suggests that Kinetic Youth sessions are 98% less likely to need restraint intervention or officer response compared to other areas of prison regime.

The Kinetic Youth Work Service also produces a high number of formal accreditation outcomes, which support our partners in engaging with young people and enabling a higher achievement level across the board.

“The amalgamation of formal and informal learning has had an extremely positive effect on the young people which has been recognised by OFSTED as good practice.”

Wendy Bowyer, Head of Inclusion, Novus

At HMYOI Feltham data collected from our first quarter indicated that our reintegration rate for young people re-engaging with formal education after accessing our outreach service was around 70%. From December 2016 to March 2017, the Kinetic team at HMYOI Feltham have supported young people to achieve a total of 46 AQA accreditations. Topics/curriculum themes are decided based on needs assessment carried out by Kinetic Youth and prison staff. In addition, consultation exercises with young people are facilitated to determine what areas they feel they need to learn more about and explore. The accreditation outcomes are valued by our formal education provider partner, Prospects, as an essential way to further engage young people and help to foster a learning environment. Of one group engaged in a Kinetic programme, a prospects teacher stated

‘the young people’s attitude(s) towards learning has vastly improved’ and that they were *‘very respectful’* and *‘a delight to teach’*.

Young people were also reporting to staff that they felt Kinetic had helped them to engage *‘before Kinetic I never had education. Since Kinetic I am now in full time education’*

In a short space to time, it was clear that the Kinetic delivery at HMYOI Feltham was reducing barriers to engagement through the delivery of effective youth work practice.

‘The benefits that Kinetic bring to our education provision at Feltham are both tangible and intangible. Their interventions are effective and highly praised by our young people, and have demonstrably high accredited outcomes. Above and beyond this, however, the input from the Kinetic team at our team meetings, learner-centred briefings and informal discussions have been invaluable in supporting us to address the many and varied barriers that arise in this challenging environment.’

Andrew Cruickshank, Partnership Manager, Prospects, HMYOI Feltham

Additional social impact from our service delivery has seen young people engage in fundraising activities throughout the year, raising funds for Children in Need as part of a wider programme at HMYOI Wetherby, in partnership with NOVUS and the establishment. These programmes allow young people to equip themselves with integral social skills that promote social cohesion, develop a sense of social responsibility and build individual relationships.

The Wetherby project has been working hard to engage with those young people most hard to reach who reside on the Keppel Unit. 1:1 work is proving very successful and the engagement has been improving as delivery settles.

'...the (Kinetic) sessions are more flexible the young people are getting better at engagement in the sessions. It would be better if it would be possible to deliver all the Kinetic sessions on the spurs...'

Custodial Manager Steve Clift, HMYOI Wetherby

It is likely that a wider service delivery at HMYOI Wetherby could improve outcomes for more young people, allowing youth work delivery to happen outside of main regime, during evenings and weekends, building relationships and increasing positive impact. Presently, the staff are achieving positive outcomes through an informal education delivery in partnership with Novus only.

RECOMMENDATIONS

Of five main sites it is clear that the coming year must focus on problem solving issues around staffing, through the gate, participation, delivery logistics and the collection of appropriate impact data.

Recommendation 1

Agree Kinetic Youth Development Plan 2017/2018 to address issues around staffing TTG, participation, delivery logistics and the collection of appropriate impact data

To respond to staffing issues experienced this year, Kinetic Youth will run a review of all recruitment and induction processes and imbed new protocol and policy as soon as possible. Kinetic Youth will also conduct a consultation into staff retention, identifying the issues staff have faced and finding possible solutions.

Recommendation 2

Kinetic Youth SMT to develop current systems and processes around recruitment and retention

Kinetic found that finances were stretched this year, this is not a surprise as running a social enterprise requires a difficult balance between ensuring income covers costs and not over charging and creating profit/surplus. The introduction of new JNC paycales, pensions and London weighting is also on the horizon alongside an ever increasing service to manage

nationally. The coming year will see Kinetic Youth raise the management fee from 15% to 17% and the additional on costs will raise from 13% to 16% to help cover additional expenditure required by law.

Recommendation 3

Increase management costs to cover new expenditure obligations. Work towards building a reserve fund to cover the unforeseen

Outcomes for every project were exceptional, targets to reach accreditation outcomes were met easily and content and curriculum theme were conducive to wider programs being delivered by partners across the sites.

Recommendation 4

Expand variety of accreditation opportunities Kinetic Youth can offer young people

Kinetic Youth will work to achieve standard 2 with Project Oracle, improving our data collection and analysis. Kinetic Youth will aim to also work with UK Youth to achieve a quality standard mark against the outcomes of our delivery.

Recommendation 5

Work in partnership to improve impact data collection. Achieve recognised impact evidence award with external agency to validate work already being delivered

Kinetic Youth will place extra emphasis on finding funding to support development and delivery across all sites for TTG and participation.

Recommendation 6

Source additional funding to cover costs of TTG working enabling better resettlement opportunities

Recommendation 7

Source additional funding to cover costs of external researcher to evaluate and review Kinetic Youth as an organisation

Overall another successful year, where yet again Kinetic have been identified by young people, partners, inspectors and peers, for delivering a service making positive impact for young people in custodial settings.

Report written by Esther Horner, Director, Kinetic Youth August 2017

Kinetic Youth Ltd Delivery Plan 2016/2017

SECTION 1 – DELIVERY

HM YOI Cookham Wood

Work area	Objective	Description	Completion date	Responsibility
Accredited outcomes	<ul style="list-style-type: none"> 20 accredited outcomes to be gained per quarter 	All project work to link to an AQA for each young person attending to gain during the project	1 per quarter March 2017	AA LA
Hear by Right standards	Hear by Right standards framework – Bronze level	Complete national Hear by Right standards framework for Cookham YOI with Youth council and SMT	September 2016	AA
Duke of Edinburgh's Award	<ul style="list-style-type: none"> Gain links with five community projects or organisations Deliver an expedition 4 young people complete full bronze award 5 young people complete sectional certificates per quarter Link to through the gate work 	<ul style="list-style-type: none"> To support post release continuation of delivery Produce policies and create and organise delivery Either through establishment or upon release 	March 2017	AA
Awards Evenings	Quarterly awards evening delivered to recognise and celebrate young people's achievement	Partners to be invited where possible, young people's family to be invited, accredited outcomes awarded also	June 16, Sept 16, Dec 16, March 2017	AA LA
Orderly /peer education	<ul style="list-style-type: none"> Review and evaluate training pack 6 young people per quarter 	Training pack to be developed and delivered for young people interested	June 16, Sept 16, Dec 16, March 2017	AA
Prison Induction	Deliver weekly workshops to ensure all	Implementation of induction workshop as	April 2016 – March 2017	AA LA

	young people new into the prison understand what it is Kinetic offer within the establishment and beyond	part of existing prison program	
Through the gate	Work with 10 young people post release	Increase the through the gate support work with young people	AA LA
Staffing	<ul style="list-style-type: none"> Six weekly full time staff meeting Six weekly part time staff meeting Six weekly supervision for all staff 	Regular communication with all staff inputting	AA LA
Meetings and reporting	Attend meetings as part of the prison and Kinetic strategic and operational policies and procedures	Attend and report to the following meetings: <ul style="list-style-type: none"> Resettlement ROTL Full staff meetings Team meetings Supervisions SYWC meetings 	TBC
Risk Assessments	Undertake all risk assessment design and development for all delivery within and outside of the prison	Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies	TBC
HM YOI Cookham Wood NOVUS Education			
Work area	Objective	Description	Completion date
Access	Agree location for new single pathway session rooms. Look at the process for allocation/referral process	Arrange, storage space, access to equipment in rooms (computers, smart boards etc.)	By end of May 2016
Access	Negotiated usage of specific spaces, office space, and alternative delivery	Identify suitable locations for alternative session delivery and Outreach locations.	By end of May 2016
			Notes
			PW
			PW

	space.	Increase resources to improve depth of offer to Y/P use of referral and allocation	To continue as required working within process timescales.	PW
Staffing	Identify roles as needed, recruit and train staff as required.	Recruit, induct and provide training, support and guidance as needed.		
Staffing	Regular communication with all staff inputting	<ul style="list-style-type: none"> • Appraisal • Probation • Induction • Policy and Procedure induction • Six weekly full time staff meeting • Six weekly part time staff meeting • Six weekly supervision for all staff • Weekly TMC meetings Education briefings	As identified and required within processes.	PW
Outreach and Kinetic Sessions	<ul style="list-style-type: none"> • Engage with identified young people to help them to make more informed choices and develop in positive ways. • Encourage and support young people back into meaningful regime; offering support and guidance to do this 	Deliver daily and weekly workshops and one to one support to: <ul style="list-style-type: none"> • Address behaviours • Manage behaviours • Develop coping strategies • Support other identified areas Producing weekly and monthly reports for line management and TMC senior staff for monitoring purposes	April 2016 – March 2017	PW
Curriculum Planning	<ul style="list-style-type: none"> • To develop session plans, projects and resources for Kinetic sessions. • Develop session plans for other sessions as to the single pathway plan • Target work to specific groups/individuals. 	<ul style="list-style-type: none"> • Plan 12week sessions for Kinetic session on the single pathway • Pre-plan sessions as far as possible for other delivery areas • Ensure plans are ready to 'pull off the shelf' for sessional workers. 	12 week Kinetic single pathway by end of May 2016 Other planning by end of December 2016	PW

<p>Accredited outcomes</p> <ul style="list-style-type: none"> • 20 accredited outcomes to be gained per quarter 	<p>All staff to be trained in delivery and awarding of appropriate AQA qualification. All project work to link to an AQA for each young person attending to gain during the project Use of other accreditation scheme such as:</p> <ul style="list-style-type: none"> • DofE • ASDAN 	<p>Training to be in the process by September 2016</p>	<p>PW</p>
<p>Staff training</p> <ul style="list-style-type: none"> • Staff to be given opportunities to look at relevant training to help develop their understanding of youth work delivery. 	<ul style="list-style-type: none"> • Staff team to be given the opportunity to access training in order to develop their understanding of youth work delivery. • Staff to be given opportunities to develop their knowledge of session delivery. 	<p>Training opportunities to be identified and applied for through the Kinetic processes</p>	<p>PW</p>
<p>Evening sessions</p> <ul style="list-style-type: none"> • To look at how the development of evening association session could be implemented on the wings over the course of the week/month 	<ul style="list-style-type: none"> • To use youth work methodologies to direct session in an evening on wings with the YP during association • Staff to work alongside the wing staff to offer additional activities to encourage and support YP association time. 	<p>To develop a proposal for presentation to the prison to look at the viability of offering this as an addition to the association sessions</p>	<p>PW</p>
<p>Young people's council</p> <ul style="list-style-type: none"> • To look at the development of a youth council to be offered to YP to allow them to have a greater say about the estate and the support networks they have on offer. 	<ul style="list-style-type: none"> • To use youth work methodologies to direct and support YP to establish a youth council • Staff to work alongside the YP to develop and manage the youth council environment and the establishment and maintenance of 	<p>To develop a proposal for presentation to the prison to look at the viability of offering this as an addition to</p>	<p>PW</p>

		the council.		
Access through referral/ request - NOMS	<ul style="list-style-type: none"> To develop a system for YP to be able to request support through the Kinetic team. To develop a referral process for staff to use to identify YP who would like to work with Kinetic To agree timescales for referrals and requests for support to run (other than EMRC YP) 	<ul style="list-style-type: none"> Staff team to be able to offer one of support or longer term support Staff to be able to offer group support sessions Sessions to be run as appropriate weekly/monthly on wings during unprotected sessions/evening session/weekend session 	To develop a proposal for presentation to the prison to look at the viability of offering this as an addition	PW
Prison mapping exercise	<ul style="list-style-type: none"> Awareness of whole prison system, services, additional agencies and other potential opportunities for service users. Continue to develop and maintain key relationships. 	<p>Improved Y/P outcomes through effective use of systems and services.</p> <p>Opportunity for more specific, targeted or innovative work.</p>	To be developed throughout 2016/17	PW
Outreach	<ul style="list-style-type: none"> To continue to deliver outreach as previously agreed with TMC staff. To develop an Inform and guide the development of referral pathway. 	<ul style="list-style-type: none"> Work with YOI dept.'s to create a secure and appropriate pathway for referral. To review and maintain communications across teams 	To maintain through discussion in appropriate management meetings and as identified	PW
Through the gate	Work with 10 young people post release	<p>To establish a consent and referral form to support YP using through the gate support work with young people.</p> <p>To look at how this can be linked in with EMRC and resettlement worker in order to improve outcomes and support.</p>	To develop this further throughout 2016/17	PW
Prison Induction	<ul style="list-style-type: none"> To re-establish the delivery of a weekly workshops, to ensure all 	Implementation of induction workshop as part of existing education delivery	June 2016	PW

	<p>young people new into the estate understand what it is Kinetic offer within the establishment.</p> <ul style="list-style-type: none"> To complete an article explaining what Kinetic is to all new staff starters within the estate. To identify an introduction slot on the staff induction weekly to support the understanding and work Kinetic do. 			
Development and Delivery of other youth work projects	<p>Delivery of various:</p> <ul style="list-style-type: none"> Workshops Peer education/mentoring sessions Orderly programmes Conflict resolution sessions 	<p>Delivery as and when required/needed across the establishment (To Be established).</p>	<p>To develop a proposal for presentation to the prison to look at the viability of offering this as an addition</p>	PW
Meetings and reporting	<p>Attend meetings as part of the prison, Manchester College and Kinetic strategic and operational policies and procedures</p>	<p>Attend and report to the following meetings:</p> <ul style="list-style-type: none"> Allocations Team meetings Supervisions SYWC meetings Additional meetings as identified 	<p>April 2016 – March 2017</p>	PW
Risk Assessments	<p>Undertake all risk assessment design and development for all delivery within and outside of the prison</p>	<p>Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies</p> <ul style="list-style-type: none"> Impact data spread sheet for Base line comparison, allowing indication of behavioural changes. Reports. 	<p>April 2016 onwards</p>	PW
Impact analysis	<p>Show Impact of Kinetic Youth.</p>		<p>Monthly by recording sheets. On-going via spread sheet.</p>	PW

		<ul style="list-style-type: none"> Highlight work through other, internal and external media of both the prison and Kinetic Youth. 	Ad hoc/quarterly/termly via other platforms.	
Kinetic Youth HM YOI Feltham				
Work area	Objective	Description	Completion date	Notes
SLA	SLA	Agree delivery outcomes, update business plan and sign SLA	May 2016	GA
IT	Kinetic staff to have appropriate access to prison IT systems	Quantum account Phone pins C NOMIS Prison z drive	June 2016	Completed June 2015
Office space	Delivery and office space .0	Secure appropriate space for Kinetic team	June 2015 – ongoing	GA
Staffing	Identify roles needed, recruit and train part time Volunteer Youth Workers	Recruit, induct and provide initial training for sessional delivery support. Ensure appropriate staffing levels for new delivery	May 2016 - ongoing	GA
Staffing	Six weekly full time staff meeting Six weekly part time staff meeting Six weekly supervision for all staff	Regular communication with all staff	July 2016 – ongoing	GA
Staff training	Staff are appropriately trained for delivery	Training identified through appraisal and supervision	June 2016 – ongoing	GA
Through the gate	Work with 10 young people post release	Begin through the gate support work with young people	May 2016 – ongoing	GA
Meetings	Attend meetings as part of the prison and Kinetic strategic and operational policies and procedures	Identify and attend appropriate meetings to support the needs of the young people. These meetings could be: Review meetings RMM	June 2016 – ongoing	GA

		Safeguards Team meetings Supervisions SMT meetings SYWC meetings		
Reporting	Monthly delivery reports to be written in relation to Kinetic policy and procedures	Identify key prison staff to provide relevant information to support monthly reports. These could be: Analyst team Safeguards	May 2016 - ongoing	GA
Risk Assessments	Undertake all risk assessment design and development for all delivery within and outside of the prison	Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies	April 2016- ongoing	GA
Partnerships	Develop partnerships with organisations	Liaise with the local voluntary organisation to make partnerships with an additional six partners to enhance Kinetics' work Establish partnerships across the establishment with organisations delivering internally	June 2016	GA

HM YOI FELTHAM – Delivery

Work area	Objective	Description	Completion date	Notes
Young people's Council	Develop and implement Youth Council and support activity	Young people to report to and work with establishment SMT	September 2015 Ongoing	SU
	Delivery of fortnightly youth council		April 2016 – ongoing	SU

Young people's Council	meetings with ongoing training and support to young people	<ul style="list-style-type: none"> Identify issues and plan objectives for youth council Meet with managers at least once a month to discuss young people's views, ideas and opinions 		
Delivery of youth work programme	Identify the needs of the young people and the establishment	Kinetic Youth Workers to work with young people and key prison staff to identify needs to plan the delivery of the youth work programme.	June 2015 – ongoing	SU
Delivery of youth Work programme	Delivery of youth work programme to commence	Sessions to be delivered in relation to the agreed needs of the establishment, young people and Kinetic.	June 2016- ongoing	SU
Delivery of youth work programme – accredited outcomes	Delivery of programme that offers a range of accredited outcomes: <ul style="list-style-type: none"> 20 accredited outcomes to be gained per quarter 	DofE, asdan, peer education	June 2016 – ongoing	SU
Delivery of transition support	Support young people with the transition into the adult estate	Work with identified young people on a 1:1 or small group basis to identify and work around their issues/concerns when moving into the adult estate/B side Work with prison to support transition process	June 2016-March 2017	SU
Outreach support	Delivery of outreach support	Work with those young people who do not attend mainstream education due to behaviour, refusal or vulnerability	July 2016 – ongoing	SU
Peer support	Development and delivery of peer support/mentoring programmes	In discussion with Governors relevant peer support/mentoring to be delivered across the establishment	August 2016 – ongoing	SU

Impact analysis	Show Impact of Kinetic Youth.	<ul style="list-style-type: none"> Impact data spread sheet for Base line comparison, allowing indication of behavioural changes. Reports. Highlight work through other, internal and external media of both the prison and Kinetic Youth. 	May 2016	SU
HMP Rochester				
Work area	Objective	Description	Completion date	Notes
Volunteers Training	Deliver 12 week programme to train inmates as volunteers for Cookham Wood delivery support 15 participants completed training course 10 volunteers recruited	Deliver training course continually and recruit volunteers for Kinetic projects in and out of Rochester	March 2017	AA
Peer mentoring	Recruit from above trained to support transitions club across Rochester	Peer mentors to work with young people through the week and report to Kinetic workers for pro active delivery and support when in transition club	April 16 – March 17	AA
Transition Club	Delivery of weekly transition club across establishment, securing established room for delivery.	Sessional youth club delivery with constructive activities, youth work relationships and curriculum work	March 2017	AA
Risk Assessments	Undertake all risk assessment design and development for all delivery within and outside of the prison	Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies	April 2016 – March 2017	AA
Impact analysis	Show Impact of Kinetic Youth.	<ul style="list-style-type: none"> Impact data spread sheet for Base line comparison, allowing indication 	Monthly by recording sheets.	AA

			<ul style="list-style-type: none"> of behavioural changes. Reports. Highlight work through other, internal and external media of both the prison and Kinetic Youth. 	<p>On-going via spread sheet.</p> <p>Ad hoc/quarterly/termly via other platforms.</p>		
Accredited outcomes	<ul style="list-style-type: none"> 5 accredited outcomes to be gained per quarter Red Cross First Aid 5 per month on training and 3 per month on interactions 		All project work to link to an AQA for each young person attending to gain during the project	1 per quarter	AA	
Offender Council	<ul style="list-style-type: none"> Support offender council Young people to have a voice on the offender council 		Identify issues and plan objectives for youth voice	Start June 2016 - March 2017	AA	
Transition Club promotion	Implement promotion through Cookham youth club and casework teams		Creation of posters and processing to promote the club for those transitioning to Rochester, Kinetic staff to attend meeting	September 2016	AA	
Transition	Continue to support young people in the transition project to link young people from Cookham to Rochester		Ideas might be penpal, through volunteers etc	December 2016	AA	
HM YOI Werrington – General						
Work area	Objective	Description	Completion date	Notes		
SLA	Prison SLA	Agree delivery outcomes, update business plan and sign SLA	April 2016	DR/EH		
Novus contract	Delivery of education contract	Delivery of appropriate hours to reach contractual agreements	March 2017	TB/GA/EH		
Staffing	Sessional staff to be recruited to cover	Recruit, induct and provide initial training	ongoing	TB/DR		

	both contracts	for sessional delivery support.	
Staffing	Regular staff meetings and as an when required to discuss team issues	Regular communication with all staff inputting	Whole team
Office space	Delivery and office space	Secure appropriate space for Kinetic team	TB/DR/EH
Youth participation	Development and delivery of youth participation scheme (Youth Council, Focus Groups)	Opportunities for young people to air their views and opinions and make positive changes across the regime	TB\DR\AF
Meetings and reporting	Attend meetings across the establishment to compliment delivery as required	Meetings to attend as required: MASH BRP Allocations Team meetings Supervisions SYWC meetings	TB/DR team members as appropriate
Reporting	Monthly delivery reports to be written in relation to Kinetic policy and procedures	Identify key prison staff to provide relevant information to support monthly reports	TB DR team members
Risk Assessments	Undertake all risk assessment design and development for all delivery within and outside of the prison	Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies	TB/DR team members
Partnerships	Develop partnerships with organisations and within Werrington.	Liaise with the local voluntary organisation to make partnerships with an additional six partners to enhance Kinetics' work across the establishment and beyond for EMRC	Whole team
Accredited outcomes	30 accredited outcomes to be gained per quarter	Project work to be linked to an accreditation where appropriate	March 2017
			TB/DR whole team

HM YOI Werrington – Prison Delivery				
Work area	Objective	Description	Completion date	Notes
Development and delivery of evening enrichment service	To include topical issue based activities 5 evenings a week, during association	<p>Delivery to cover all enrichment and to provide feedback to safeguarding each week</p> <ul style="list-style-type: none"> • Violence reduction • Delivery of refusers reduction work • Development and delivery of two Youth Club • Design and delivery of Kinetic Orderly Scheme • Design and delivery of Peer Mentoring program • Delivery in library Sat Am 	March 2017	DR & team members
Development an delivery of weekend enrichment	Delivery of various agreed projects across the regime in line with SLA		March 2017	DR & team members
HM YOI Werrington – Education Delivery				
Work area	Objective	Description	Completion date	Notes
Outreach	Delivery of outreach support	Work with those young people who do not attend mainstream education due to behaviour, refusal or vulnerability. 1:1 or small group sessions	March 2017	TB/AF/DR/AW/DK/KJ

Curriculum Planning	<ul style="list-style-type: none"> To develop session plans, projects and resources for Kinetic sessions. Develop session plans for other sessions as to the single pathway plan Target work to specific groups/individuals. 	<ul style="list-style-type: none"> Plan 12/6 week sessions for Kinetic session on the single pathway Pre-plan sessions as far as possible for other delivery areas Ensure plans are ready to 'pull off the shelf' for sessional workers. 	12 week Kinetic single pathway by end of May 2016 Other planning by end of December 2016	TB and team		
Workshop based activity the vibe	Delivery of the agreed 12 week rolling curriculum themed activity within the vibe and other areas.	Delivery to be accredited where appropriate.	March 2017	TB/AF/DR/AW/DK/KJ		
HM YOI Wetherby						
HM YOI Wetherby NOVUS Education						
Work area	Objective	Description	Completion date	Notes		
Access	Agree location for new single pathway session rooms (Howard and Jellico) look at the process for allocation/referral process	Arrange, storage space, access to equipment in rooms (computers, smart boards etc.)	By end of May 2016	JT		
Access	Negotiated usage of specific spaces, office space, and alternative delivery space.	Identify suitable locations for alternative session delivery and Outreach locations. Increase resources to improve depth of offer to Y/P use of referral and allocation	By end of May 2016	JT		
Staffing	Identify roles as needed, recruit and	Recruit, induct and provide training, support	To continue as required	JT		

	train staff as required.	and guidance as needed.	working within process timescales.
Staffing	<p>Regular communication with all staff inputting</p> <ul style="list-style-type: none"> Engage with identified young people to help them to make more informed choices and develop in positive ways. Encourage and support young people back into meaningful regime; offering support and guidance to do this 	<ul style="list-style-type: none"> Appraisal Probation Induction Policy and Procedure induction Six weekly full time staff meeting Six weekly part time staff meeting Six weekly supervision for all staff Weekly TMC meetings <p>Education briefings</p>	<p>As identified and required within processes.</p> <p>JT</p>
Outreach and Kinetic Sessions	<ul style="list-style-type: none"> Engage with identified young people to help them to make more informed choices and develop in positive ways. Encourage and support young people back into meaningful regime; offering support and guidance to do this 	<p>Deliver daily and weekly workshops and one to one support to:</p> <ul style="list-style-type: none"> Address behaviours Manage behaviours Develop coping strategies Support other identified areas <p>Producing weekly and monthly reports for line management and TMC senior staff for monitoring purposes</p>	<p>April 2016 – March 2017</p> <p>JT</p>
Curriculum Planning	<ul style="list-style-type: none"> To develop session plans, projects and resources for Kinetic sessions. Develop session plans for other sessions as to the single pathway plan Target work to specific groups/individuals. 	<ul style="list-style-type: none"> Plan 6/12week sessions for Kinetic session on the single pathway Pre-plan sessions as far as possible for other delivery areas Ensure plans are ready to 'pull off the shelf' for sessional workers. 	<p>12 week Kinetic single pathway by end of May 2016</p> <p>Other planning by end of December 2016</p> <p>JT/JD</p>
Accredited outcomes	<ul style="list-style-type: none"> 20 accredited outcomes to be gained per quarter 	<p>All staff to be trained in delivery and awarding of appropriate AQA qualification. All project work to link to an AQA for each</p>	<p>Training to be in the process by September 2016</p> <p>JT</p>

		<p>young person attending to gain during the project</p> <p>Use of other accreditation scheme such as:</p> <ul style="list-style-type: none"> • DofE • ASDAN 		
Staff training	<ul style="list-style-type: none"> • Staff to be given opportunities to look at relevant training to help develop their understanding of youth work delivery. 	<ul style="list-style-type: none"> • Staff team to be given the opportunity to access training in order to develop their understanding of youth work delivery. • Staff to be given opportunities to develop their knowledge of session delivery. 	<p>Training opportunities to be identified and applied for through the Kinetic processes</p>	<p>JT/JD to support this as identified throughout the year.</p>
Evening sessions	<ul style="list-style-type: none"> • To look at how the development of evening association session could be implemented on the wings over the course of the week/month 	<ul style="list-style-type: none"> • To use youth work methodologies to direct session in an evening on wings with the YP during association • Staff to work alongside the wing staff to offer additional activities to encourage and support YP association time. 	<p>To develop a proposal for presentation to the prison to look at the viability of offering this as an addition to the association sessions</p>	<p>JT/JD/GA</p>
Young people's council	<ul style="list-style-type: none"> • To look at the development of a youth council to be offered to YP to allow them to have a greater say about the estate and the support networks they have on offer. 	<ul style="list-style-type: none"> • To use youth work methodologies to direct and support YP to establish a youth council • Staff to work alongside the YP to develop and manage the youth council environment and the establishment and maintenance of the council. 	<p>To develop a proposal for presentation to the prison to look at the viability of offering this as an addition to</p>	<p>JT/JD/GA</p>
Access through referral/ request	<ul style="list-style-type: none"> • To develop a system for YP to be able to request support through the 	<ul style="list-style-type: none"> • Staff team to be able to offer one of support or longer term support 	<p>To develop a proposal for presentation to the</p>	<p>JT/JD/GA</p>

	<p>Kinetic team.</p> <ul style="list-style-type: none"> To develop a referral process for staff to use to identify YP who would like to work with Kinetic To agree timescales for referrals and requests for support to run (other than EMRC YP) 	<ul style="list-style-type: none"> Staff to be able to offer group support sessions Sessions to be run as appropriate weekly/monthly on wings during unprotected sessions/evening session/weekend session 	<p>prison to look at the viability of offering this as an addition</p>	
Prison mapping exercise	<ul style="list-style-type: none"> Awareness of whole prison system, services, additional agencies and other potential opportunities for service users. Continue to develop and maintain key relationships. 	<p>Improved Y/P outcomes through effective use of systems and services.</p> <p>Opportunity for more specific, targeted or innovative work.</p>	<p>To be developed throughout 2016/17</p>	JT/JD/GA
Outreach	<ul style="list-style-type: none"> To continue to deliver outreach as previously agreed with TMC staff. To develop an Inform and guide the development of referral pathway. 	<ul style="list-style-type: none"> Work with YOI dept.'s to create a secure and appropriate pathway for referral. To review and maintain communications across teams 	<p>To maintain through discussion in appropriate management meetings and as identified</p>	JT
Through the gate	<p>Work with 10 young people post release</p>	<p>To establish a consent and referral form to support YP using through the gate support work with young people.</p> <p>To look at how this can be linked in with EMRC and resettlement worker in order to improve outcomes and support.</p>	<p>To develop this further throughout 2016/17</p>	JT/JD
Prison Induction	<ul style="list-style-type: none"> To re-establish the delivery of a weekly workshops, to ensure all young people new into the estate understand what it is Kinetic offer within the establishment. 	<p>Implementation of induction workshop as part of existing education delivery</p>	<p>June 2016</p>	JT

	<ul style="list-style-type: none"> To complete an article explaining what Kinetic is to all new staff starters within the estate. To identify an introduction slot on the staff induction weekly to support the understanding and work Kinetic do. 			
Development and Delivery of other youth work projects	<p>Delivery of various:</p> <ul style="list-style-type: none"> Workshops Peer education/mentoring sessions Orderly programmes Conflict resolution sessions 	Delivery as and when required/needed across the establishment (To Be established).	To develop a proposal for presentation to the prison to look at the viability of offering this as an addition	JT/JD/GA
Meetings and reporting	Attend meetings as part of the prison, Manchester College and Kinetic strategic and operational policies and procedures	Attend and report to the following meetings: <ul style="list-style-type: none"> Allocations Team meetings Supervisions SYWC meetings Additional meetings as identified 	April 2016 – March 2017	JT
Risk Assessments	Undertake all risk assessment design and development for all delivery within and outside of the prison	Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies <ul style="list-style-type: none"> Impact data spread sheet for Base line comparison, allowing indication of behavioural changes. Reports. Highlight work through other, internal and external media of both the prison and Kinetic Youth. 	April 2016 onwards	JT
Impact analysis	Show Impact of Kinetic Youth.		Monthly by recording sheets. On-going via spread sheet. Ad hoc/quarterly/termly via other platforms.	JT

Resettlement Work			
EMRC Wetherby and Werrington			
Work area	Objective	Description	Completion date
Access	Negotiated usage of specific spaces, office space, and alternative delivery space.	Identify suitable locations for alternative session delivery and Outreach locations. Increase resources to improve depth of offer to Y/P use of referral and allocation	By end of May 2016
Staffing	To ensure staff offer ongoing support to identified YP who fall within the EMRC remit while in the estate and after release. <ul style="list-style-type: none"> To develop a system for YP to be able to request support through the Kinetic team. To develop a referral process for staff to use to identify YP who would like to work with Kinetic To agree timescales for referrals and requests for support to run (other than EMRC YP) 	Staff to use the EMRC time allocation to work with the identified YP to ensure they are offered appropriate support and guidance to support them post release. <ul style="list-style-type: none"> Staff team to be able to offer one of support or longer term support Staff to be able to offer group support sessions Sessions to be run as appropriate weekly/monthly on wings during unprotected sessions/evening session/weekend session 	April 2016 onwards
Access through referral/ request		<ul style="list-style-type: none"> Staff team to be able to offer one of support or longer term support Staff to be able to offer group support sessions Sessions to be run as appropriate weekly/monthly on wings during unprotected sessions/evening session/weekend session 	To develop a proposal for presentation to the prison to look at the viability of offering this as an addition
Risk Assessments	Undertake all risk assessment design and development for all delivery within and outside of the prison	Identify and reduce risk for all activities delivered by Kinetic staff across all methodologies	April 2016 onwards
Impact analysis	Show Impact of Kinetic Youth.	<ul style="list-style-type: none"> Impact data spread sheet for Base line comparison, allowing indication of behavioural changes. Reports. Highlight work through other, internal and external media of both 	Monthly by recording sheets. On-going via spread sheet. Ad hoc/quarterly/termly via other platforms.

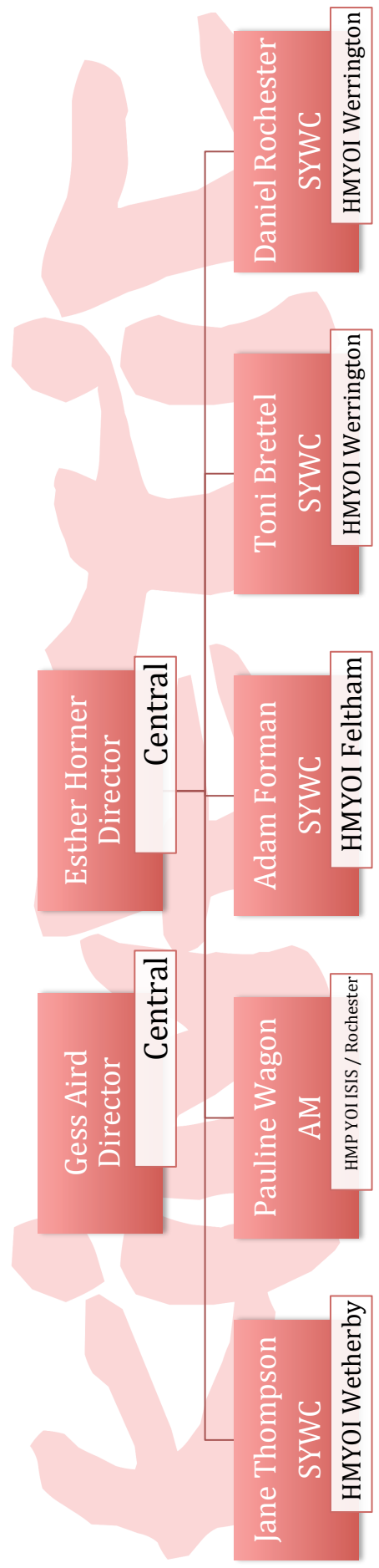
		the prison and Kinetic Youth.		
Recording and data caption	Attend meetings as part of the prison, Manchester College and Kinetic strategic and operational policies and procedures	Attend and report to the following meetings: <ul style="list-style-type: none"> • Allocations • Team meetings • Supervisions • SYWC meetings Additional meetings as identified	April 2016 – March 2017	JT/DR
Outreach and Kinetic Sessions	<ul style="list-style-type: none"> • Engage with identified young people to help them to make more informed choices and develop in positive ways. Encourage and support young people back into meaningful regime; offering support and guidance to do this	Deliver daily and weekly workshops and one to one support to: <ul style="list-style-type: none"> • Address behaviours • Manage behaviours • Develop coping strategies • Support other identified areas Producing weekly and monthly reports for line management and TMC senior staff for monitoring purposes	April 2016 – March 2017	JT/DR
SLRC Cookham and Feltham				
SLRC	Develop partnerships with local community organisations for young people to engage with pre and post release	For young people in Cookham and Feltham	April 2016	PW
SLRC	With partnerships create portfolio of opportunities for young people to access	For young people in Cookham and Feltham	April 2016	PW
SLRC	Meetings and reporting	Attendance to: Review meetings Operational meetings Partnership collaboration meetings Reporting feedback and updates on young people to YOS teams regularly	May 2016	PW

Induction	Implementation of induction sessions	Deliver workshops to ensure all young people from SLRC boroughs that are new into the Prison are informed on the SLRC offer	April 2016	PW
SECTION 2 – DEVELOPMENTAL				
Partnerships				
Work area	Objective	Description	Completion date	Responsibility
Establishment	To maintain existing partnerships within all four YOI's and Rochester Create partnerships with Wetherby to develop NOMS contract Create partnerships with Feltham A and B side to develop NOMS contract Develop and implement processes for delivery Secure/develop STC work development and delivery	Secure NOMS contract with Wetherby Secure work with Feltham site b Develop work with Feltham side a	March 2017	GA
NOVUS	Working with YJB involving young people Secure Kinetic presence	Development plan for each site in place Processes around recording and promoting	April/May 2016 September 2016	GA
YJB Convention	To build strong individual strategic relationship with NOMS	Support Werrington to enable young people to attend Support YA's to develop and deliver workshops Regular meetings with organisational leads Development of communication channels Secure future funding opportunities	November 2016	GA
NOMS				GA
Income generation				
Work area	Objective	Description	Completion date	Notes
Income Generation	Income generate to support additional work	Through the gate Resettlement work	Dec 2016	GA

Youth Participation				
Work area	Objective	Description	Completion date	Notes
Young Advisors	Formalise Young Advisors roles and responsibilities Recruit 4 Young Advisors for the year	Young Advisors roles to link to/come from YPC's Inclusion of Young Advisors at YJC convention 2016 Support Young advisors to influence national policy Standardise the delivery and development of Youth Council work across the secure estate.		EH
Youth Councils	Develop and implement Youth Councils and support activity across four establishments	<ul style="list-style-type: none"> Develop accreditation opportunities Develop skills base requisite Develop partnership working with SMT 		EH
SECTION 3 – ORGANISATIONAL				
Administration & Management				
Work area	Objective	Description	Completion date	Notes
Office	Organise office Organise required equipment	Staff to have computers as required Staff to have Microsoft office Shared files set up for sharing files	March 2017	GA/PW
Personnel	Establish, manage, maintain and collate all personnel processes	Credit cards Personnel filing Storage	March 2017	GA
Policies	Review policies	Update and distribute	August 2016	EH
Procedures	Review procedures	Update and distribute	August 2016	EH
Publicity and promotion	Regular website updates Regular media promotion Annual report Annual newsletter	Monthly website updates Weekly social media articles	Monthly August 2016	EH (and SYWC's)
Resources	Management of resources Management of uniform	Resource inventory to be undertaken and updated Uniform inventory to be undertaken	April 2016	EH

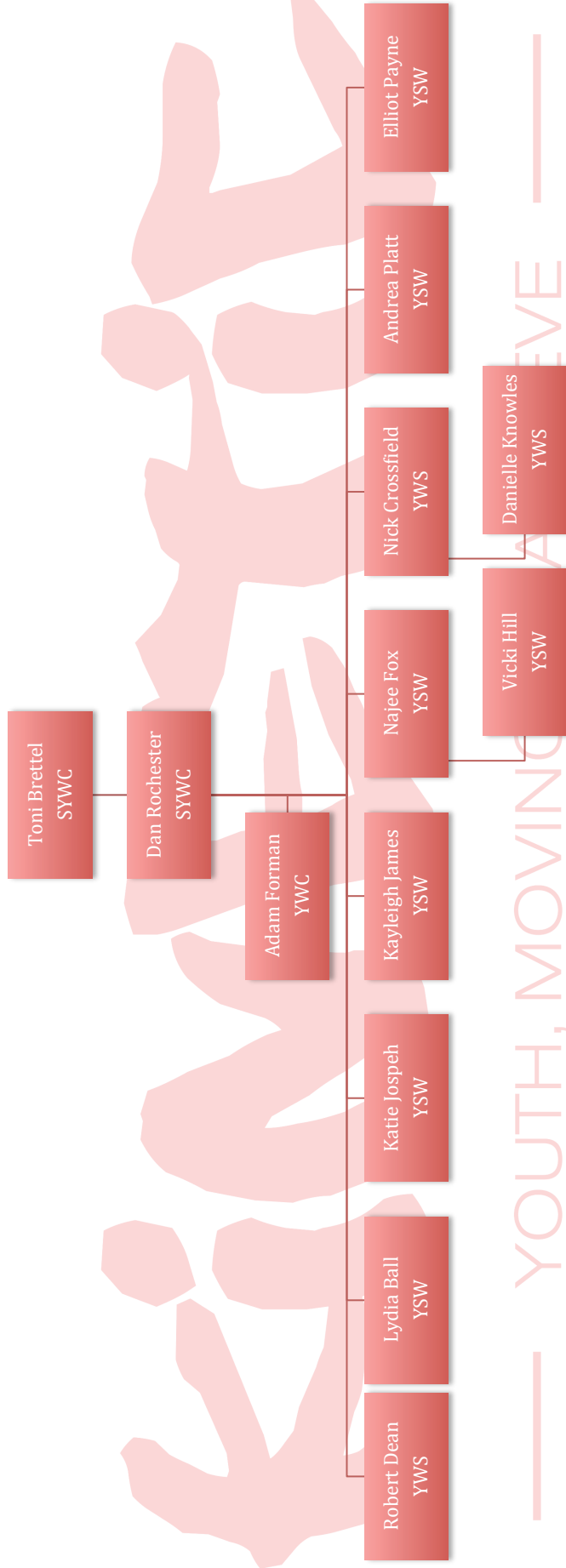
	Management of storage	Uniform ordering and distribution Things to be collected and collated for storage Storage to be filled and gone through	October 2016 Monthly	(and SYWC's) GA
Finances	Regular monitoring of finances	Monitoring of Kinetic finances Regular monitoring of project budgets		
Evaluation & Measuring Impact	Identify Impact measurement and implement	Create reporting and monitoring systems for implementation	July 2016	GA

Data collection: Of five main sites the following can be seen trending

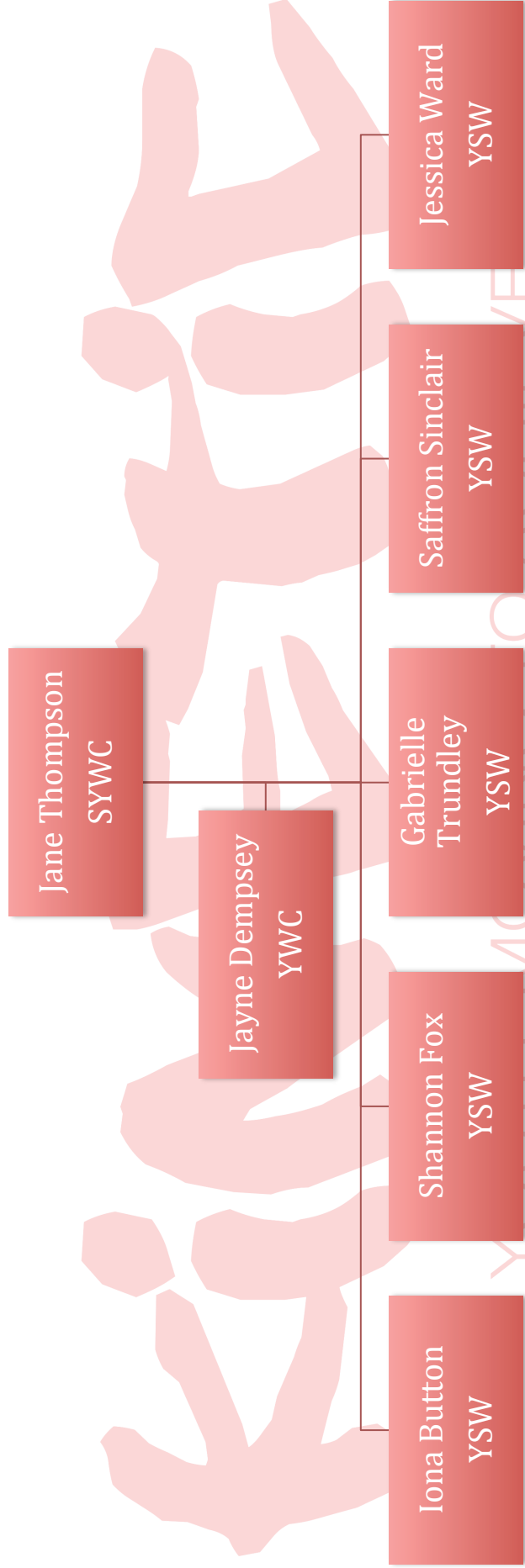


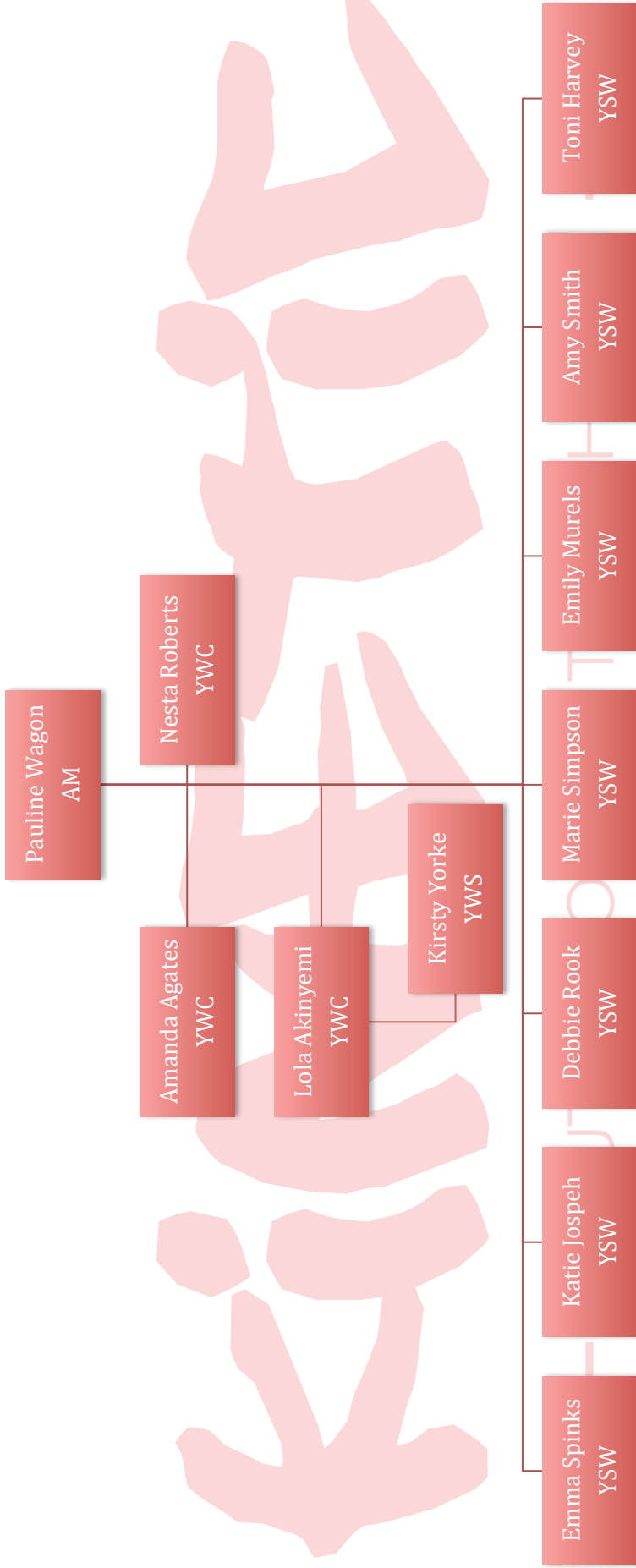
— YOUTH, MOVING TO ACHIEVE —

KINETIC YOUTH STAFFING STRUCTURE 2016 2017



— YOUTH, MOVING AHEAD —





KINETIC YOUTH LIMITED

**INCOME STATEMENT
FOR THE YEAR ENDED 31 MARCH 2017**

31.3.16		Notes	31.3.17
£			£
760,708	TURNOVER		715,591
(6,842)	Cost of sales		(1,101)
<u>(9,041)</u>	Resources and Activities		<u>(10,051)</u>
744,825	GROSS PROFIT		704,439
(135,219)	Administrative expenses		(109,587)
(575,867)	Salaries		(562,274)
<hr/>			<hr/>
33,739	OPERATING PROFIT	4	32,578
<hr/>			<hr/>
(87)	Interest payable and similar expenses		<u>(298)</u>
33,652	PROFIT BEFORE TAXATION		32,280
<hr/>			<hr/>
(6,704)	Tax on profit		<u>(6,605)</u>
<u>26,948</u>	PROFIT FOR THE FINANCIAL YEAR		<u>25,675</u>

KINETIC YOUTH LIMITED (REGISTERED NUMBER: 06709236)

**BALANCE SHEET
31 MARCH 2017**

31.3.16		Notes	31.3.17
£	£		£
	FIXED ASSETS		
	1,694 Tangible assets	5	949
	CURRENT ASSETS		
102,337	Debtors	6	64,793
<u>-</u>	Cash at bank		<u>23,898</u>
102,337			88,691
	CREDITORS		
<u>103,719</u>	Amounts falling due within one year	7	<u>73,653</u>
<hr/>			<hr/>
(1,382)	NET CURRENT ASSETS/(LIABILITIES)		<u>15,038</u>
<hr/>			<hr/>
312	TOTAL ASSETS LESS CURRENT LIABILITIES		<u>15,987</u>
<hr/>			<hr/>
	CAPITAL AND RESERVES		
100	Called up share capital		100
<u>212</u>	Retained earnings		<u>15,887</u>
<hr/>			<hr/>
312	SHAREHOLDERS' FUNDS		<u>15,987</u>
<hr/>			<hr/>