

Youth Opportunity Fund & Youth Capital Fund Guidance Notes



Every Child Matters
Change For Children



Foreword



Empowering young people is a key theme of *Youth Matters*. We want young people to benefit from positive activities which foster their personal and social development and gives them the opportunity to enjoy sport and recreational activities. As part of this we have introduced The Youth Opportunity and The Youth Capital funds which represent a real commitment from government to empower young people and to give them more choice and influence over provision and facilities in their area.

Through these funds young people will have a central role as: decision makers and grant givers, project leaders and participants. Substantial resources of £115 million for 2 years from April 2006 – March 2008 have been made available for this purpose.

In planning the use of the funds we want Local Authorities to work through children's trust arrangements and to ensure that young people in the most disadvantaged areas participate in, and benefit from, the funds. Key to this approach is the engagement of young people at neighbourhood level so that they are able to play their part in contributing to stronger more cohesive communities.

The two funds are not a substitute for the resources already made available for the delivery of youth work by government. I want this policy and the new funds to be used as a springboard for giving more choice and influence to young people over the provision of services for them. 'Hear by Right' has been an important step, and I know that many local authorities have already begun working this way and will wish to build on the success of this initiative.

This is a real opportunity to change and improve provision and facilities for young people and to provide activities they will use and that will make a difference both to young people themselves and to their neighbourhoods.

Beverley Hughes

A handwritten signature in black ink that reads "Beverley Hughes".

Minister for Children, Young People and Families

Section 1

Introduction

This guidance is for local authorities who are responsible for delivering the Youth Opportunity Fund (YOF) and the Youth Capital Fund (YCF). These funds were announced as part of the proposals in the Youth Green Paper “*Youth Matters*” published in July 2005.

The guidance explains –

- i) The policy and purpose underpinning the funds (Section 1);
- ii) The conditions for spending the funds (Section 2);
- iii) Financial and other monitoring information (Section 3);
- iv) Models and examples of good practice LAs may wish to draw upon (Section 4).

Appendix A – Funding Allocations

Appendix B – Links to complementary policies and funding streams

The Policy and Aims of the Funds

One of the key challenges in *Youth Matters* was to improve the provision of positive activities for young people, particularly those who are disadvantaged, in terms of more places to go and things to do. Young people should be able to benefit from a range of safe and enjoyable places to go including a wide range of sporting, cultural and recreational activities and experiences and opportunities for volunteering.

Youth Matters proposed a discrete amount of resources for young people to control and to decide how this should be spent in their area – the Youth Opportunity Fund (YOF). *Youth Matters* also proposed a Youth Capital Fund (YCF) aimed at enabling local authorities to

develop new approaches to strategic investment in youth facilities, particularly in deprived neighbourhoods. The involvement of young people, especially disadvantaged young people, is central to this initiative as well.

Extra resources were made available for the YOF and YCF in the Chancellor’s Pre-budget Report in December 2005. There is a total of £115 million available for both funds over 2006-2008.

Table – YOF and YCF allocations per year

Year	YCF	YOF	Combined
2006-07	£26.5 million	£31 million	£57.5 million
2007-08	£26.5 million	£31 million	£57.5 million
Total	£53 million	£ 62 million	£115 million

The full list of allocations for 2006/7 is attached as appendix A. Allocations in 2007/8 will be the same for each LA.

The YOF and YCF should be used in tandem to allow young people to develop projects and initiatives which can contain both a capital and revenue element.

This is additional funding which must not be seen as a replacement for the core funding of youth work. It is extra resource to help empower young people to do more locally. Young people will need support to develop the skills and experience necessary to both administer the funds and develop ideas. This is critical in relation to disadvantaged young people, many of whom may struggle to participate in the funds without tailored support. A small part of the funds, 5% or £15,000, whichever is the larger, can be used for this.

Local authorities should build on the progress made through the ‘Transforming Youth Work Agenda’ in developing their provision for young people. They should act as local leaders for the development and delivery of youth policy, working with the voluntary, community and private sectors, as well as with young people and their parents.

The Purpose of the funds

The main purpose of the funds is to:

- give a voice and influence to young people, particularly disadvantaged young people, in relation to things to do and places to go and to convey a powerful message to young people that their needs and aspirations are important;

- change the way local authorities and their partners provide activities and facilities for young people, especially in deprived neighbourhoods , and to increase the responsiveness of providers to what young people want;
- improve things to do and places to go in line with what young people want in their neighbourhood;
- provide opportunities for young people to develop their confidence, knowledge, skills and abilities and gain recognition and/or accreditation for them;
- increase the well-being of young people by contributing to the achievement of the Every Child Matters (ECM) outcomes.
- increase young people’s engagement with services and with the democratic process at local level.

Local authorities and their partners will want to build on the arrangements they may already have in place for involving and listening to young people as well as taking this opportunity to involve a wider constituency of young people.

The **aim of the YOF** is to involve young people, especially hard to reach young people, in identifying positive activities and things to do; and to support their role as decision makers, grant givers and project leaders. The YOF provides £31m over each year for a two year period. There are no restrictions on the range of initiatives and activities that the YOF can support provided that they are supporting the outcomes from Every Child Matters. Young people should be supported as they grow into the role of decision makers, grant givers and project leaders. They should also be encouraged to consider local needs and circumstances as a part of their role in shaping provision for young people beyond their immediate group. Partnerships and joint-funding with other statutory, voluntary, community and private partner organisations are all to be encouraged as is collaboration with other young people from different cultural and social backgrounds. Appendix B provides a useful list of linked and complementary initiatives.

The **aim of the YCF** is to provide a discrete capital budget for a two year period to be spent on what young people want and it is designed to work in tandem with the Youth Opportunity Fund. It is not a substitute for mainstream capital funding. The YCF provides £26.5M in each year for a two year period and can be matched by the local authority with other capital funding. Arrangements for implementing YCF should allow for the active involvement of young people, with particular emphasis on those who are disadvantaged, in all aspects of planning, delivery, monitoring and evaluation of the YCF. This involvement should be developed with a view to mainstreaming it into capital and asset management more generally in the authority.

In addition there are opportunities to enhance provision by using the Youth Capital Fund alongside other projects to enable larger projects to be included within the LA portfolio of provision for young people. It is important that, where this is the case, the principles and priorities of the other funding programmes are in line with those of the Youth Capital Fund. The decision making body will want to satisfy itself that the specific benefits for young people are consistent with the Youth Capital funding that is being allocated and that any partnership arrangement does not undermine the policy intent of Youth Capital Fund. To help alignment and integration with other capital funding programmes, authorities should ensure that the Youth Capital Fund is properly reflected in both their corporate and service level asset management plans.

Central to the operation of the funds are **access and inclusion**. All young people aged 13-19 should be able to participate in this initiative in a meaningful way if they wish, especially young people from disadvantaged and hard-to-reach groups. Particular care should be taken to encourage those groups who traditionally face barriers to participation such as young disabled people, young care leavers, looked after young people, young offenders, young carers, young refugees, young lesbians and gay men, young black and minority ethnic people, travellers and those in rural areas. Therefore, LAs should have strategies in place at the outset to engage these groups of young people and to consider the most appropriate way of raising awareness of how they might participate in the funds at every level. Liaison with local stakeholder organisations, which support these groups of young people would also increase the reach to them and provide a bridge to involving them fully. Some examples of involving hard to reach including learning disabled young people are already in place:

Mencap's me2 Award gives play, leisure and childcare settings the tools, resources and training they need in order to become inclusive for all disabled children and young people.

The award's unique selling point is the involvement of disabled and non-disabled young people who form me2 inspection panels. The young people are given training which develops their self-confidence and belief in their own abilities, so they can successfully influence change by inspecting services to see if they are inclusive or not.

The training for the young people involves discussions and games around what inclusion is, the development of communication tools so the young people can carry out the audit and role plays of audits.

Once a service has completed the standards in the me2 award and has a successful inspection by the young people's panel they are awarded the me2 kitemark. This shows parents, carers and young people with disabilities that the service is inclusive and welcoming.

YOF/YCF and the Neighbourhood Context

The YOF and the YCF provide the opportunity for young people to shape provision and facilities in their neighbourhood which fits in with wider community development through initiatives such as 'The neighbourhoods agenda'. The Office of the Deputy Prime Minister and the Home Office set out the broader community agenda which Government wants to see* in ***Citizen Engagement and Public Services: Why Neighbourhoods Matter*** which focuses on how to empower people through a national neighbourhoods framework, local neighbourhood charters and a menu of practical options for neighbourhood action. The range of menus put forward included the delegation of budgets and new rights for communities to assume ownership of community assets. There are already examples of where this is working.

Knowsley

The North Huyton Youth Forum was set up by the New Deal for Communities (NDC) in Knowsley in 2004 and has 20 members aged 13–19 years. They have links with more than 560 young people in the neighbourhood who have chosen to be in the local network. The Forum members have all gained accredited qualifications (OCN) for the training they received in how committees and groups work. Six of the members have got jobs as a result of their involvement in the forum's work.

The Forum has an annual budget of up to £30k sourced from the NDC and operates a grant scheme for young people aged 13–19 in the North Huyton neighbourhood. The grants panel is made up of ten young people who invite written applications, visit applicants as part of the assessment process. They also designed and established the grants process with rules to safeguard the applicants, the Forum and the NDC. So far, more than 330 young people have benefited directly from the grant scheme and two new long term projects have been established with partnership funding.

Grants given to young people in North Huyton neighbourhoods have supported a range of activities and projects including: music; dance and drama; local forums for young people; an educational residential for school pupils; an outdoor chill out facility; attendance by school pupils at a Shakespeare production; a dvd and a song written by the young people on school attendance; workshops on life skills, leading to a Tall Ships residential for those with particular learning needs; and a local multi cultural festival, including special features on sexual orientation and the cultures of black minority ethnic young people.

The fund gives particularly target those with additional learning needs, young people in foster care and looked after children.

Outcomes from this activity include an increase in activities for young people and in the capacity and confidence of young people as a result of learning how to manage finances and run a local public organisation.

In addition to this the Youth Forum members are closely linked with NDC and have two youth directors on the NDC Board and are involved in wider issues such as youth proofing the Community Plan for Knowsley, providing young people's views on school attendance, smoking, bullying and meeting the needs of young people at risk. The Youth Forum has also delivered training workshops with Board members and staff which focused on helping adults to work effectively with young people. The Youth Forum members are also linked with other engagement work and contributed directly to the Youth Matters consultation process last year.

We encourage LAs and their partners to look at how the youth opportunity and youth capital funds can work alongside neighbourhood based initiatives effectively supporting and empowering young people.

**Citizen Engagement and Public Services: Why Neighbourhoods Matter* – published 31 January 2005 (ODPM and Home Office)

Section 2

The conditions for spending the funds

The YOF and YCF are ring fenced grants outside Local Area Agreements (LAAs). However, they should be used with other youth funding to achieve the 5 Every Child Matters (ECM) outcomes we want to see for all young people, including other related funds such as those provided through the Big Lottery Fund. **Annex B contains more details of these funds.**

The conditions attached to the payment of the funds are:

- Their use is to be determined by young people to provide activities and facilities;
- That appropriate support is given to young people, particularly those who are disadvantaged, involved in all levels of participation in YOF /YCF including setting up and running panels, training young people, completing paperwork and leading projects;
- That evidence is collected of how the funds are being used by young people and the impact of the funds in providing facilities and activities for young people.
- That information on expenditure, activities and capital projects financed by the funds and the impact on provision is provided to the Government Office.

Each Local Authority will be expected to develop, in consultation with key stakeholders and young people within their area, arrangements for administering the YOF and YCF. Authorities will also need to publicise how all young people, particularly those who are disadvantaged, might access the fund and have in place open and transparent arrangements for setting out the allocation and decision making process.

YOF and YCF should have a particular focus on hard-to-reach young people, disadvantaged communities and community cohesion.

For the Youth Capital Fund;

- There is a **facility to roll over** any under spend from the first year only into year two, if necessary, with a minimum spend of 60% of the total capital allocation for the first year by March 2007. This is in recognition of the lead-time necessary for many capital projects and to provide LAs with as much flexibility as possible. However, capital can also be used for mobile units and ICT equipment which have a shorter lead- time.
- **There will be no requirement for match funding.** There will be no *requirement* for groups/promoters to contribute to the cost of capital projects. However, contributions are beneficial in giving greater ownership to projects and in enabling the available funds to be used more effectively.
- **Cost over-runs.** LAs are responsible for managing their allocation of YCF. Any overspend against the allocation is the responsibility of each LA.
- **Sustainability/revenue funding.** Local authorities need to consider the Youth Capital Fund in the context of their overarching arrangements for managing capital. As part of this they will necessarily consider the ongoing cost of any Youth Capital funded projects as part of their forward planning.
- **Capital assets** secured through the Youth Capital Fund should continue to be used for this purpose. LAs are responsible for ensuring that these capital assets remain available to young people in line with the original proposal for funding. Local Authority Circular 2006 (LAC 2006) sets out the position for LAs in terms of conditions for the funds and the requirement around disposal and should the capital assets cease to be used as planned.

YOUTH OPPORTUNITY FUND & YOUTH CAPITAL FUND KEY POINTS

Local authorities to make sure that:

Structures and procedures are established for administering the Youth Opportunity and Youth Capital Funds and that YCF is integrated and joined up with core capital processes within the LA.

YOF/YCF are potentially accessible to all young people aged 13-19 including those from disadvantaged or hard-to-reach groups (as both recipients and decision makers) and support projects which provide open access to young people as well as those designed to meet the needs of specific groups of young people for whom targeted provision is necessary.

Young people are provided with appropriate training and support to develop a range of skills and abilities necessary for them to take leading roles at both strategic and project levels in the development and delivery of the funds. In the case of those with special needs support should be tailored to enable them to participate to their full potential.

Publicity materials take into account the different approaches needed for specific groups e.g. learning disabled young people, and should make clear how young people can access the funds and the criteria used to allocate grants. **See sample accessibility guide for hard to reach including learning disabled young people on: www.EveryChildMatters.gov.uk**

Local guidelines for the funds are set within the needs and priorities defined within the context of the Children and Young People's Plan (CYPP).

Arrangements for administering the funds are established (e.g. grant making criteria, process and timetable for applications, financial procedures etc) which are open and transparent.

Procedures for accountability are established (including monitoring, auditing and reporting); and local evaluation is undertaken to assess the benefits and impact of the funds.

Awareness is raised of opportunities to enhance the YOF/YCF by linking to other funding streams and programmes in the statutory, community, voluntary and private sectors.

The use of the funds takes place in partnership with other organisations including district councils, other statutory agencies as well as VCS and private sector organisations.

Section 3

Financial and other monitoring information

This section contains information that local authorities need to provide to Government Offices (GOs) as a condition of the grant.

Funding will be released to LAs in 2 tranches, one at the start of the financial year the other at 6 months on completion of a satisfactory report back to GOs.

Financial management of the YOF is covered by section 31 guidance which is based on the provisions of the Local Authority Finance Act 2003, for all funding streams paid to local authorities by government departments. The LA is responsible for the success and continuing development of the YOF/YCF.

Local arrangements for the funds therefore, need to ensure appropriate and effective procedures for ensuring the quality of funding applications (e.g. purpose, timescale, numbers and diversity of young people to be involved, what they hope to achieve – i.e. outputs and outcomes linked to ECM, detailed costs, how they will monitor their project in relation to outputs, how they will evaluate the project in terms of outcomes); and that the delivery of projects are consistent with the grant application. This might include making visits to projects. Outcomes for young people will feed into the Joint Area Review (JAR)/Annual Performance Assessment (APA)/Comprehensive Performance Assessment (CPA) as well as Best Value Performance Indicator (BVPI) achievement.

Financial management of the YCF is also covered by section 31 guidance. To help alignment and integration with other capital funding programmes, authorities should ensure that the Youth Capital Fund is properly reflected in both their corporate and service level asset management plans. This links YCF to LA management of capital assets and to existing audit arrangements. This will provide a recognised audit trail which should be linked to YCF expenditure and confirmed with the GO through the reporting system.

LAs should keep a record of what projects have been funded and the cost and this should be included in their report to GO at six months and the year end.

Both funds are covered by section 31 arrangements for an end of year audit certification by the Audit Commission to show that the funds have been spent in accordance with the grant conditions.

VFM

The YOF and YCF belong to young people. The arrangements in place to ring fence and manage the YOF and YCF are designed to bring about the necessary sea-change to put control and influence into the hands of young people. Achievement of the policy goals and management of YOF and YCF finances will also be through the GO (although the allocation has been decided centrally on a formula basis). Through these arrangements LAs are required to report back at six monthly intervals on the progress of set up, implementation and delivery of the funds and the outcomes for young people. The management arrangements set out below mean that the level of spend, committed spend and participation levels are known every six months. The policy will be developed and embedded into mainstream provision for young people within the two year period.

The following table details the requirements:

Monitoring and Accountability

Financial Monitoring:

The following conditions apply to both the Youth Opportunity and Youth Capital Funds:

- Funding is to be used in accordance with the decisions made by young people. Where young people's wishes cannot be accommodated an explanation should be given to them.
- LAs must provide assurances that the grant is being spent appropriately by providing six monthly report to Government Offices which should detail committed expenditure and should include the information set out below on data collection and set up of the funds.
- An audit trail confirming the proper use of the funds must be kept
- The Audit Commission will provide end of year certification that the funds have been spent in accordance with these conditions in line with section 31 audit arrangements.

The first 6 monthly report – LAs will need to provide a report detailing the set up and reach of YOF/YCF in their area:

- Information after 6 months to show how the funds were set up and marketed to young people
- Information on strategies to engage young people in disadvantaged areas and support to community cohesion policies
- Information about support and training for grant makers/project leaders
- Information about complementary funding for YOF/YCF
- Information showing the increase and improvement in terms of things to do and places to go

The year end report for year one and subsequent six monthly reports should focus on:

Data collection – for inclusion in six monthly reports to GO:

- LAs must provide assurances that the grant is being spent appropriately
- Spend on YOF and YCF half yearly
- Number of application for grants
- Number of grants approved
- Number of activities/provision
- Type of capital project
- Committed expenditure, where grants may have been approved but not spent and therefore are committed

Data on participation:

The number of young people participating in YOF as:

- Applicants
- Young people involved as decision makers and grant makers
- Number of young people attending the activity/facility
- Data on characteristics of young people ie gender, ethnicity; disability; age; disadvantaged or hard-to- reach groups in the role of grant makers, as recipients of grants, beneficiaries of the project
- Recorded outcomes – including number of young people achieving recorded/ accredited outcomes
- Young people feeding back on their experience of the operation and management of the YOF

In order to assess the impact of the funds in their area LAs should consider how to collect qualitative and softer data which support the achievement of outcomes for young people. LAs should also be able to identify good practice to encourage new ideas to develop effective working models for the funds.

Section 4

Models and examples of good practice LAs may wish to draw upon

Youth Opportunity Fund

The following describes the operation of four possible models, which may be mixed. Some of these examples show how capital elements can be included. These are:

1. District/area model based on existing forum and focusing on district/area needs and circumstances (e.g. linked to district/area youth councils).
2. Authority wide model based on existing structures for the voice and influence of young people and addressing needs identified in the Children and Young People's Plan.
3. Shadow cabinet model (e.g. linked to the work of the Youth MP or Youth Mayor).
4. YouthBank model.

1. District/area model

'Us By Us' is a grant scheme run by Kensington and Chelsea Youth Forum with a budget of £12,000 per year. It makes grants twice a year – all applications must be made with the full involvement of young people. Projects funded have included a youth club juice bar, girls' group activities, DVD and magazine projects and a dance studio. Projects must promote citizenship and improve the local community in some way. Members of the youth forum set the programme's criteria and have been trained in assessing grant applications.

'Kerching!!' The Young People's Community Chest in Southey and Owlerton (supported by the Children and Young People's Empowerment Project, North Sheffield) involves 15 young people in designing, planning and delivering a young people's grant of £30,000. The young people are involved in all aspects of the programme including setting the funding criteria based on a peer research project to identify young people's issues and priorities. Grants are limited to £1,000 per group. Young people have to apply themselves but can be supported by adults.

In the 18 months up to November 2005, Kerching had received 41 applications and awarded 36 grants to projects involving outdoor activities (e.g. go-karting, paint balling); graffiti, fair trade and environmental projects; sport (e.g. football, basketball); equipment for groups (e.g. dance-mat, playstation). Kerching has also made grants to particular groups (e.g. theatre tickets for a girls' group; camera and tripod for a group of young disabled people).

2. Authority wide model

Leicestershire

In 2004 Connexions Leicestershire established a Young People's Grants Panel to enable young people to have a say in deciding between competing applications for funding. The total programme budget was just over £425,000.

A panel of ten young people was recruited from among those projects that had been awarded grants in previous years. This helped ensure that the Panel not only broadly reflected the community, but also involved some of the hardest to reach young people who are the target group for the programme. The final Panel involved, among others, young people from a Somali young people's group, a lesbian and gay organisation, a project serving a disadvantaged city estate, and an outreach project serving an isolated rural area.

After initial team building and training, the Panel assessed applications for Small Grants (up to £7,500) based on the written applications. Young people had helped write the application form, ensuring that questions about outcomes for young people and their involvement in decision making were included. Organisations short-listed for Major Grants (up to £90,000 over 3 years) were invited to make a 20-minute presentation about their project to the Panel and answer questions.

The Panel agreed a ranking order for applications, and recorded their observations. Two representatives of the Panel met with the Voluntary and Community Sector Sub-Committee of the Connexions Board to decide between the applications. The Panel was supported by two sessional staff from the Connexions Involving Young People Team, helped by a student on placement from the youth work course at De Montfort University.

In 2005/06 the Grants Panel was further developed. Young people were offered the chance to accredit their learning through *Getting Connected* and Panel members will be offered the opportunity to become involved in other activities, including the monitoring and inspection of grant-aided projects and interviewing applicants for paid posts.

3. Shadow cabinet model

London Borough of Lewisham

Lewisham has a very well-developed youth participation network. The Borough has a directly elected Young Mayor and a Deputy Young Mayor as well as a group of young people called Young Advisors. These are twenty young people who represent youth involvement around the borough. (see website: www.youngmayor4lewisham.co.uk)

The Young Mayor shadows the many functions of the Borough's Mayor as well as having £25,000 to spend on young people's activities and addressing their concerns.

The first Young Mayor of Lewisham was elected in April 2004. More than 17,000 young people aged between 11-18 years of age living and/or attending school or college in Lewisham were given the opportunity to vote. The turnout was around 45 per cent nearly double of that for the May 2002 election of the directly elected adult Mayor.

When Lewisham's second Young Mayor was elected in October 2005 over 8,100 young people voted (just under 47% of the electorate) an increase of 2% turnout.

The Young Mayor works with Young Advisors and Young Citizens Panel to inform the work of the Mayor, council and other decision-making bodies. Young Advisors are drawn from a broad cross section of organisations and specialist groups concerned with issues such as disability, teenage pregnancy, health and looked after children as well as pupils from both primary and secondary schools in Lewisham.

There is also a Young Citizens' Panel that the Council, health service, police, colleges and others contact to get their views on important decisions. A young person's panel has been set up – it deals with issues affecting young people in Lewisham.

4. YouthBank model – a network

YouthBank is an innovative grantmaking initiative run by young people for young people. Local YouthBanks provide small grants to fund young people's good ideas to benefit their own communities. Young people themselves make decisions about who receives the money, and about how their YouthBank is managed and run. A Board of young people, also direct the UK-wide programme.

A YouthBank is a group of around 10 to 12 young people aged around 14 to 18 years who with the support of a youth worker run their own grantmaking project. They meet regularly as a group, i.e. every 2 to 4 weeks and have the support of a partner or host organisation which might be a local authority, a voluntary youth organisation or a community foundation. The group manage their own grant fund by setting their own criteria, systems and processes and can access accredited learning via the Open College Network. Grantmakers come from a variety of backgrounds and reflect the communities they serve, their involvement is voluntary. Working to clear criteria they can respond to the needs of young people, often working closely with these beneficiaries to develop applications, promote the active involvement of young people in their own communities and attract new grantmakers to their group.

But YouthBank is more than just a way of giving out grants – it is about supporting and training young people to enable them to reach their full potential. YouthBank UK supports the network of YouthBanks by providing guidance, expertise, training, networking opportunities and resources including a 'Toolkit' to set up a YouthBank.

A range of other opportunities are also available to young people through the YouthBank UK network. For example: being involved in governance either regionally or on a UK wide level, training and supporting new grantmakers, being responsible for fundraising, monitoring and evaluation and making links with young person grant and loan making projects outside the UK.

Youth Capital Fund

The Youth Capital Fund will provide the capital element of projects young people say they want. For example youth shelters, mobile youth units, skate parks, park improvements and for ICT equipment. Below are some examples of ideas put forward by young people using capital funding to improve facilities;

Adapting redundant or under-used spaces for the benefit of young people specifically:

London Borough of Barnet

In Barnet, an under-used community centre was converted to a dedicated youth work centre (The Rainbow Centre) at a cost of £65,000. Young people were involved in the detailed planning of the work.

Investing in equipment in order to broaden the youth work curriculum:

Rotherham

In Rotherham, a disused garage has been renovated as the base for a music and technology project for young people. The project, Red Road, was part-funded through the (DfES) Neighbourhood Support Fund but also attracted regeneration and local development agency funds. The new facilities have led to increased skills and a wider range of accredited learning opportunities; have improved relationships between young people from different backgrounds and have involved young people in making a positive contribution to their communities.

Modifying or extending an existing public building to develop multi-functional use. By making some of the space in such a building available exclusively for young people to use encourages a sense of ownership.

Sutton

The Phoenix Centre in Sutton meets a range of community needs. The Centre incorporates a library, gym, police office, community centre, weekly market, ICT training, dance studio, recording rooms, café and crèche. 'Youth Zone' provision within the Centre includes arts and crafts, sport, FM radio project and an after-school club. Ofsted described the Centre as an example of 'good investment in improving accommodation supported by partners and joint-use arrangements'.

Remodelling to improve the quality and accessibility of the accommodation.

The Youth Capital Fund is not a repair and maintenance grant. However, remodelling of existing facilities may be funded if that is what young people put forward in their application for a grant. LAs and their partners will want to undertake remodelling schemes when young people identify issues in relation to security, safety, comfort and/or diversity of activities available. Remodelling is likely to be the preferred way forward when the location of a facility is good and the number of users, and in particular, potential future users, is high. Remodelling would also be an appropriate response where there is evidence that young people use a facility reluctantly, or not at all, directly because of the poor quality of the existing environment particularly in deprived neighbourhoods.

Through YCF Young people should be involved in identifying both potential problems and possible solutions in terms of access related to: physical accessibility, to make premises available to young people with physical disabilities; rural areas, to overcome the limited availability of public transport so that young people can get to facilities and vice-versa.

The Crewe Mobile Youth Project uses a mobile unit to support the town-based Information Shop. This delivers services directly to young people living in some of Cheshire's rural villages. The mobile unit is also used to fill gaps in provision within the urban area. Ofsted (2002) described the project as 'an example of good outreach work in which young people were offered a planned activity, often with the support of specialist workers and as effective in offering opportunities to young people who are unable or reluctant to engage with other types of provision'.

YCF can be combined with other funding streams – YCF used to enhance other LA capital projects to provide facilities for young people alongside e.g. libraries, arts centres, community centres, museums or parks.

Young people in Bradford were involved in a Council regeneration project at Lister Park. Workers spent time in the park talking with young people on their own ground, listening to their views and finding out what they wanted from the regeneration process. As a result, six under-used tennis courts were transformed into multi-use games areas each fitted with four exit points in response to personal safety concerns about courts with only one exit. The physical regeneration provided a starting point for continuing participation of young people in managing and maintaining the park for the whole community.

YCF could be used alongside extended schools' funding, specifically to contribute to the availability of facilities in the evenings, at week-ends and during the school holidays if that is what young people decide they want.

In the East Riding of Yorkshire, centres based in schools have recently been renovated with funds from Connexions Humber, the LEA and the single regeneration budget. Ofsted (2005) noted that 'the premises provide well-appointed centres for youth work in the evenings and at week-ends, particularly in schools in rural locations. Multi-agency work in these centres is well advanced and head teachers draw attention to reduced exclusions and increased attendance rates at school.'

YCF funds could be used to secure match-funding for larger scale projects or add facilities into existing large programmes such as Building Schools for the Future. Potential match-funding sources could include regeneration funds, community safety budgets, children's centre developments if this is compatible with the proposals young people put forward.

Annex B contains examples of complementary capital and planning initiatives

Annex A

Local Authority Allocations for YOF and YCF

Local Authority	YOF & YCF	YOF	5% of both with £15K floor	both – (K)
City of London	£100,000	£50,000	£15,000	£85,000
Isles of Scilly	£100,000	£50,000	£15,000	£85,000
Rutland	£100,000	£50,000	£15,000	£85,000
Bracknell Forest	£155,000	£90,000	£15,000	£140,000
Poole	£155,000	£90,000	£15,000	£140,000
Torbay	£155,000	£90,000	£15,000	£140,000
Hartlepool	£155,000	£90,000	£15,000	£140,000
Darlington	£155,000	£90,000	£15,000	£140,000
Slough	£156,359	£90,000	£15,000	£141,359
City of York	£159,913	£90,000	£15,000	£144,913
Windsor & Maidenhead	£160,905	£90,000	£15,000	£145,905
Kingston Upon Thames	£162,201	£90,000	£15,000	£147,201
Isle of Wight	£162,267	£90,000	£15,000	£147,267
Bournemouth	£162,404	£90,000	£15,000	£147,404
Wokingham	£162,721	£90,000	£15,000	£147,721
West Berkshire	£165,508	£90,000	£15,000	£150,508
Herefordshire	£165,973	£90,000	£15,000	£150,973
Reading	£169,120	£90,685	£15,000	£154,120

Local Authority	YOF & YCF	YOF	5% of both with £15K floor	both – (K)
Thurrock	£169,331	£90,798	£15,000	£154,331
Richmond Upon Thames	£169,643	£90,965	£15,000	£154,643
Blackpool	£174,748	£93,703	£15,000	£159,748
Bath & North East Somerset	£174,998	£93,837	£15,000	£159,998
Southend on Sea	£175,877	£94,308	£15,000	£160,877
Halton	£176,914	£94,864	£15,000	£161,914
North Lincolnshire	£179,416	£96,206	£15,000	£164,416
North Somerset	£182,095	£97,642	£15,000	£167,095
Bury	£186,453	£99,979	£15,000	£171,453
Hammersmith & Fulham	£189,114	£101,406	£15,000	£174,114
Warrington	£189,829	£101,789	£15,000	£174,829
Blackburn with Darwen	£191,193	£102,521	£15,000	£176,193
Telford & Wrekin	£192,644	£103,299	£15,000	£177,644
Gateshead	£199,906	£107,193	£15,000	£184,906
Trafford	£200,753	£107,647	£15,000	£185,753
Redcar & Cleveland	£201,450	£108,021	£15,000	£186,450
South Tyneside	£206,224	£110,581	£15,000	£191,224
Swindon	£207,415	£111,219	£15,000	£192,415
North Tyneside	£207,494	£111,261	£15,000	£192,494
Sutton	£213,254	£114,350	£15,000	£198,254
Merton	£213,390	£114,423	£15,000	£198,390
Harrow	£215,625	£115,622	£15,000	£200,625
St Helens	£221,882	£118,976	£15,000	£206,882
Calderdale	£227,459	£121,967	£15,000	£212,459
Havering	£229,028	£122,809	£15,000	£214,028
City of Peterborough	£231,215	£123,981	£15,000	£216,215
Barking & Dagenham	£235,799	£126,439	£15,000	£220,799
Portsmouth	£237,404	£127,300	£15,000	£222,404
North East Lincolnshire	£237,445	£127,322	£15,000	£222,445
Solihull	£238,618	£127,951	£15,000	£223,618

Local Authority	YOF & YCF	YOF	5% of both with £15K floor	both – (K)
Camden	£240,689	£129,061	£15,000	£225,689
Luton	£243,180	£130,397	£15,000	£228,180
Stockton on Tees	£244,234	£130,962	£15,000	£229,234
Kensington & Chelsea	£244,731	£131,229	£15,000	£229,731
Milton Keynes	£244,766	£131,247	£15,000	£229,766
Redbridge	£246,980	£132,434	£15,000	£231,980
Bexley	£247,881	£132,918	£15,000	£232,881
South Gloucestershire	£247,954	£132,957	£15,000	£232,954
Middlesborough	£249,277	£133,666	£15,000	£234,277
Islington	£254,288	£136,353	£15,000	£239,288
Knowsley	£257,624	£138,142	£15,000	£242,624
Southampton	£258,553	£138,641	£15,000	£243,553
Barnsley	£261,047	£139,977	£15,000	£246,047
Brighton & Hove	£262,730	£140,880	£15,000	£247,730
Shropshire	£268,075	£143,746	£15,000	£253,075
Rochdale	£271,047	£145,340	£15,000	£256,047
Hounslow	£271,767	£145,726	£15,000	£256,767
Wandsworth	£273,110	£146,446	£15,000	£258,110
Medway	£280,139	£150,215	£15,000	£265,139
City of Derby	£280,489	£150,403	£15,000	£265,489
Tameside	£281,457	£150,922	£15,000	£266,457
City of Westminster	£293,088	£157,158	£15,000	£278,088
East Riding of Yorks	£295,711	£158,565	£15,000	£280,711
Stoke on Trent	£296,771	£159,133	£15,000	£281,771
City of Plymouth	£297,171	£159,348	£15,000	£282,171
Stockport	£298,431	£160,023	£15,000	£283,431
Oldham	£299,191	£160,431	£15,000	£284,191
Hackney	£300,081	£160,908	£15,000	£285,081
Salford	£300,713	£161,247	£15,000	£285,713
Lambeth	£307,027	£164,633	£15,000	£292,027

Local Authority	YOF & YCF	YOF	5% of both with £15K floor	both – (K)
Bromley	£310,899	£166,709	£15,000	£295,899
Waltham Forest	£322,196	£172,766	£15,000	£307,196
Sefton	£322,787	£173,084	£15,000	£307,787
Wolverhampton	£327,875	£175,812	£15,000	£312,875
Ealing	£328,989	£176,409	£15,000	£313,989
Rotherham	£332,305	£178,187	£15,000	£317,305
Brent	£332,412	£178,245	£15,000	£317,412
Newcastle upon Tyne	£334,792	£179,521	£15,000	£319,792
Northumberland	£335,331	£179,810	£15,000	£320,331
Haringey	£345,598	£185,315	£15,000	£330,598
Dorset	£346,976	£186,054	£15,000	£331,976
Bolton	£348,387	£186,811	£15,000	£333,387
Dudley	£353,222	£189,404	£15,000	£338,222
Wigan	£353,653	£189,634	£15,000	£338,653
Hillingdon	£359,699	£192,877	£15,000	£344,699
Enfield	£365,068	£195,755	£15,178	£349,890
Wakefield	£366,247	£196,387	£15,227	£351,020
Lewisham	£368,675	£197,690	£15,328	£353,348
Barnet	£372,156	£199,556	£15,472	£356,684
Newham	£374,437	£200,779	£15,567	£358,870
Sunderland	£374,579	£200,855	£15,573	£359,006
Croydon	£387,612	£207,844	£16,115	£371,497
Greenwich	£388,812	£208,487	£16,165	£372,647
Doncaster	£390,495	£209,390	£16,235	£374,260
Walsall	£391,425	£209,888	£16,273	£375,151
Wirral	£392,513	£210,472	£16,319	£376,194
Tower Hamlets	£395,743	£212,204	£16,453	£379,290
Coventry	£399,459	£214,196	£16,607	£382,852
Wiltshire	£402,925	£216,055	£16,752	£386,173
Southwark	£413,557	£221,756	£17,194	£396,363

Local Authority	YOF & YCF	YOF	5% of both with £15K floor	both – (K)
City of Hull	£416,047	£223,091	£17,297	£398,750
Bedfordshire	£423,926	£227,316	£17,625	£406,301
Kirklees	£428,162	£229,587	£17,801	£410,361
City of Nottingham	£431,464	£231,358	£17,938	£413,526
Buckinghamshire	£433,048	£232,207	£18,004	£415,044
Sandwell	£438,459	£235,109	£18,229	£420,230
City of Leicester	£450,151	£241,378	£18,715	£431,436
Cornwall	£477,634	£256,115	£19,858	£457,776
City of Bristol	£484,474	£259,783	£20,142	£464,332
Warwickshire	£494,870	£265,357	£20,574	£474,296
Somerset	£498,999	£267,571	£20,746	£478,253
Cumbria	£506,055	£271,355	£21,039	£485,016
East Sussex	£509,128	£273,003	£21,167	£487,961
Worcestershire	£526,605	£282,374	£21,894	£504,711
North Yorkshire	£527,627	£282,922	£21,936	£505,691
Cambridgeshire	£535,051	£286,903	£22,245	£512,807
Gloucestershire	£543,472	£291,418	£22,595	£520,877
Durham	£578,162	£310,020	£24,037	£554,125
Leicestershire	£607,705	£325,861	£25,265	£582,440
Sheffield	£614,838	£329,686	£25,562	£589,276
Lincolnshire	£633,848	£339,879	£26,352	£607,495
Devon	£636,531	£341,318	£26,464	£610,067
Suffolk	£639,338	£342,823	£26,580	£612,757
Cheshire	£640,279	£343,328	£26,620	£613,659
Manchester	£642,890	£344,728	£26,728	£616,162
Oxfordshire	£645,638	£346,201	£26,842	£618,795
Bradford	£675,118	£362,009	£28,068	£647,050
Northamptonshire	£704,206	£377,607	£29,277	£674,929
West Sussex	£725,534	£389,043	£30,164	£695,370
Derbyshire	£729,998	£391,437	£30,350	£699,649

Local Authority	YOF & YCF	YOF	5% of both with £15K floor	both – (K)
Norfolk	£788,108	£422,596	£32,766	£755,342
Liverpool	£805,079	£431,696	£33,471	£771,608
Staffordshire	£841,860	£451,419	£35,000	£806,860
Nottinghamshire	£852,781	£457,275	£35,454	£817,327
Leeds	£924,863	£495,926	£38,451	£886,412
Surrey	£1,096,766	£588,104	£45,598	£1,051,168
Hampshire	£1,108,271	£594,273	£46,076	£1,062,194
Hertfordshire	£1,112,809	£596,706	£46,265	£1,066,544
Lancashire	£1,226,930	£657,899	£51,010	£1,175,920
Essex	£1,323,482	£709,672	£55,024	£1,268,458
Kent	£1,369,588	£734,395	£56,941	£1,312,647
Birmingham	£1,464,197	£785,126	£60,874	£1,403,323
ENGLAND	£57,250,000	£30,750,000	£2,862,500	£54,387,500

*£250,000 for each year for evaluation of YOF and YCF

Annex B

YCF/YCF Guidance – Complementary policies, initiatives and funding strands

This annex contains some examples of complementary policies and offerings for those applying for YOF and YCF. LA may wish to raise awareness of these in local guidance. **This is not a definitive list.**

Hear by Right www.nya.org.uk/hearbyright

‘Participation Works’ is an online gateway launched to improve the way practitioners, organisations, policy maker and young people access and share information about involving children and young people in decision making. www.participationworks.org.uk

Disabled Young People

Mencap’s me2 Award gives play, leisure and childcare settings the tools, resources and training they need in order to become inclusive for all disabled children and young people. **For more information please call, text or e-mail 07775 997954 – Jemma.willis@mencap.org.uk**

Young people with a learning disability are often not included in young people led initiatives, because people are unsure on how to include them. Key points to consider before including young people with a learning disability are:

Accessible information

Young people with a learning disability need information in a format that they can understand, this means using, plain English, large font, and images to support your words. Further information can be found at <http://www.mencap.org.uk/html/accessibility/accessibility.htm>

The Sorrell Foundation's Joined up for Schools Initiative

With regard to encouraging involvement in the design aspects of projects, the Sorrell Foundation in its *joinedupdesignforschools* initiative provides an innovative approach to educating young people to be better clients for design projects and to interest them in the design process through collaboration with professional designers and architects – see: www.thesorrellfoundation.com.

Participation and partnership are also at the heart of the Schools Works approach to involving the users in the design of projects. Not only does this participatory process result in better building projects, it can act as a catalyst for change within the organisation, creating empowerment through an increased sense of ownership – see: www.school-works.org

Students may find DfES design guides such as 'Inspirational Design for Sports and PE Spaces' and 'Designing Schools for Extended Services' provide useful guidance particularly for projects based on school sites. See www.teachernet.gov.uk/schoolbuildings for these and other school building design guides.

Big Lottery Funding – Young People's Fund (England)

The Young People's Fund (England) aims to support projects that will improve local communities and offer more opportunities to young people. It is hoped that young people will come up with ideas for projects and be involved in making them happen. In particular, it aims to encourage the involvement of young people from disadvantaged backgrounds.

There are three types of grant under the Young People's Fund:

- The 'Grants to Individuals' strand will fund young people's ideas for projects that will make a difference in their community. Grants of between £250 and £5,000 will be allocated to help individuals and small groups of young people run a project in their area.

The projects should help young people to contribute to their community or help them to set up small businesses that also improve the economic prosperity of their communities. It is essential that young people are involved in planning and carrying out projects, particularly if they involve disadvantaged young people. More information: www.thebigboost.org.uk

- The 'Grants to Organisations' strand makes grants of between £5,000 and £150,000 to voluntary and community to run local projects that involve young people from start to finish. Under this scheme grants will only be made to community led, not-for profit organisations. This means that many types of voluntary and community organisations can apply, including charities. Partnerships involving statutory organisations, but led by voluntary and community organisations, may also apply.

- The 'Grants to National Organisations' strand aims to make grants to national charities for projects that will make a significant difference to young people. Projects should be for young people between the ages of 11 and 18. Projects will also be funded which are specifically aimed at disadvantaged young people up to the age of 25, who will find the transition to independent adult life difficult.

For more information on the Young People's Fund please visit www.biglotteryfund.org.uk

Respect

The cross-Government Respect Action Plan, published on 10 January 2005, promotes the use of constructive and purposeful activities which can have enormous benefits for young people by encouraging and enabling them to contribute to their communities and help divert them from anti-social behaviour. The Respect agenda supports the use and development of the Youth Opportunity Fund and Youth Capital Fund, particularly in the most deprived areas of the country and with the most disadvantaged young people. For more information visit: www.respect.gov.uk

ODPM initiatives:

CABE Space

At the request of Government, CABE Space was launched in May 2003 to champion parks and public spaces. The Sustainable Communities Plan committed significant ODPM resources to the Commission for Architecture and the Built Environment (CABE) to drive up design standards and establish a new Unit – CABE Space – to champion the role of parks and public spaces.

- CABE Space is working with other organisations to deliver real improvements on the ground. The CABE Space Steering Committee brings together their strategic partners including Groundwork, GreenSpace, ILAM, Living Streets, ENCAMS, the Landscape Institute, and Nottingham City Council.
- It is helping more than 65 local authorities to develop green space strategies and public space projects, has produced a series of good practice guides and research papers, and has run a number of awareness campaigns including 'wasted space', 'its your space' and also published a 'manifesto for better public spaces'. The response to their Manifesto (Parks & Squares: Who Cares?) was launched at the Sustainable Communities Summit.

More information can be obtained from the CABE Space website: cabespace.org.uk

'How To' Programme

Central Government is committed to helping local government and their partners deliver cleaner, safer, greener local environments whether in town centres, residential areas or parks and open spaces.

The How To £5 million programme is specifically aimed at practitioners who work in national agencies, local authorities, policing and community safety, health services, local businesses and community services. The programme is part of the Cleaner Safer Greener Communities (CSGC) initiative. This cross-government initiative is led by the Office of the Deputy Prime Minister and run in conjunction with the Home Office, Department for Environment, Food and Rural Affairs, Department for Transport, Department for Culture, Media and Sport, Department of Health, Department for Education and Skills, Department for Trade and Industry and Her Majesty's Treasury.

Further details on the How to programme are available at www.cleanersafergreener.gov.uk or www.odpm.gov.uk/cleanersafergreener

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