

## Report Heading: HHEET Centre

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**Purpose of the Report:** To provide an update on progress with the HHEET Centre

**Recommendations:** To acknowledge the progress report.

### Introduction:

The HHEET Centre Manager was appointed in November 2010 to drive forward priorities agreed by the Our Place to Work Steering Group namely to establish the HHEET Centre in Westminster, agree the priorities for the Centre and to continue to obtain commitment from service providers to engaging in the HHEET integrated service approach and pool their resources to provide a service to clients from the Centre.

Key achievements to date include:

- 15 agencies identified and pledged to deliver / co-locate services from HHEET Centre
- Regular series of Steering Group for HHEET established
- Interim HHEET Centre Manager appointed – November 2010
- Our Place to Work Group have agreed priority outcomes
- Aims and objectives of HHEET agreed with all partner agencies and HHEET Centre Manager and Key Worker roles agreed
- Action Plan for HHEET Developed November 2010
- Person centred planning model developed for working with clients.
- HHEET Centre established – December 2010
- Our Place Branding produced – December 2010
- Marketing materials produced (flyer, business cards)
- HHEET Awayday with Our Place worklessness group – 6<sup>th</sup> December 2010
- Article in Pioneer re HHEET Centre, 26<sup>th</sup> January 2011.
- Appointment of two Future Jobs Fund administrators Jan/ Feb 2011.
- Practitioners Event 3<sup>rd</sup> February 2011, key note speaker Superintendent Jon Betts. 80 people attended.
- Open day for public planned for 23<sup>rd</sup> February 2011.
- Communications plan outline – including information on iWest; CW&C intranet
- Office refurbishment currently under way.

- Office mobile working requirements agreed and timelined (phones, IT)

Priorities for forthcoming months include:

- Continue to obtain pledges to co-deliver/locate services
- Training for keyworkers
- Database for monitoring established
- Engagement plan produced
- Review of service delivery

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**Job Title and Department:** HHEET Centre Manager, Our Place