



Central London Connexions Business Plan 2011/12

connexions

CENTRAL LONDON



Helping young people to access learning & work

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From 2001 to now, Connexions has made a successful and important contribution to increasing participation and decreasing levels of young people NEET - not in employment, education or training. In London especially, NEET levels for year 12 have virtually disappeared, and those for year 13 are coming down rapidly. Young people like Connexions, see it as an important part of their lives and seek us out when they need us.

The Central London Connexions (CLC) Partnership was established in 2002 by the seven central London local authorities (LA) to deliver the Connexions service through each local authority in tandem with their careers companies. The unincorporated Partnership model created was unique amongst Connexions delivery arrangements and led to a quality of service delivery recognised by the Office for Standards in Education (Ofsted) as conforming to the highest standards.

From 2002 to 2008 Central London Connexions built a reputation for high quality services combined with a capacity to respond quickly and flexibly to new challenges. Central London Connexions is now a well respected brand within and beyond the boundaries of central London.

From April 2008, following the transfer of funding and responsibilities from Connexions Partnerships to local authorities, the CLC local authorities (in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster) retained the Partnership to support their Connexions services, track young people across borders, provide economies of scale and support service developments. A regional role was established through 2 London-wide commissions - the London-wide tracking index LCCIS and the data management for London's e-prospectus Choice.

In 2011/12 we will meet the challenges arising from the policies of the coalition government. Hardship and disaffection could become compounded by the withdrawal of Education Maintenance Allowances (EMA) and reduced government funding leading to the dismantling of many aspects of youth support services. While providing young people with clear information on the options available, we will need to seek the opportunities in the restructuring of support for vulnerable young people to provide earlier solutions, social enterprise, increased apprenticeship and vocational opportunities and the drive towards more personal and community responsibilities.

Our Aim

Central London Connexions is a partnership of the local authorities in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster to provide strategic and operational support, shared services and increased income through which they can better meet the challenges they face in supporting young people, and can jointly commission programmes to add value to local services and to achieve economies of scale.

Our Objectives

Our partnership objectives are to support Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster to:

- set standards and drive local delivery to meet those standards
- communicate on cross-border issues
- share good practice between boroughs
- link to and from policy makers to improve local services
- provide a central point for sharing knowledge and experience
- balance joint activities with support to individual partners
- generate additional income to provide better local services for young people.

Our business objectives for 2011/15 are to support local authorities to

- enable all young people to participate in learning until 18
- intervene early to help young people overcome barriers to participation
- help young people overcome the hardship, loss of motivation and challenges resulting from the withdrawal of learner support funding for many
- reduce levels of non-participation through preventative programme and interventions with young people NEET
- support schools to deliver their responsibilities for the career planning and progression of students from 13 to 19
- provide shared services for data management and staff training to support the above
- generate additional funding through ESF and other sources.


Value added to young people in tandem with local authority services


	NEET to EET	On Activity Agreement	% of AAP exits to EET	% of Sept Guarantee offers	1:1 IAG support	1:1 parent IAG
Camden	310	32	44%	97%	19,173	852
Islington	363	51	55%	97%	20,240	1,307
K and C	174	32	29%	96%	12,883	651
Lambeth	303	46	65%	98%	27,901	755
Southwark	371	62	53%	96%	25,290	1,594
Wandsworth	301	38	53%	97%	21,220	865
Westminster	254	72	39%	96%	21,717	749

Value added by the Activity Agreement NEET programme



1 person = approx 20 young people

 = Positive destinations

 = Accredited outcomes

	Starts	Positive Destinations	Accredited Outcomes
CLC Totals	2385	1080	257
Camden	259	105	32
Islington	403	182	26
K and C	169	90	8
Lambeth	356	128	63
Southwark	498	286	24
Wandsworth	370	172	67
Westminster	285	124	39

Value added to PAs and other youth support workers

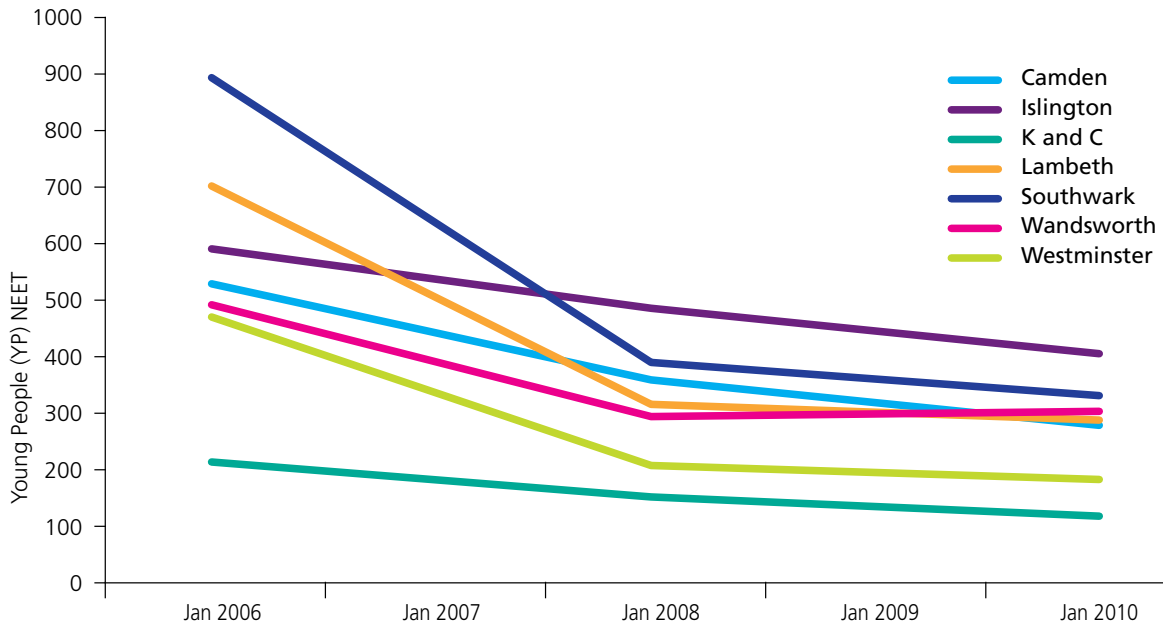
	On CLC training courses	Rec'd monthly IAG & LMI* bulletin	Core IYSS and EYS workshops	AAP PA benefits	Choice PA briefings	Policy Updates
Camden	23	49	✓	✓	✓	✓
Islington	35	51	✓	✓	✓	✓
K and C	79	71	✓	✓	✓	✓
Lambeth	12	48	✓	✓	✓	✓
Southwark	62	64	✓	✓	✓	✓
Wandsworth	34	62	✓	✓	✓	✓
Westminster	45	59	✓	✓	✓	✓

Value added to local authorities

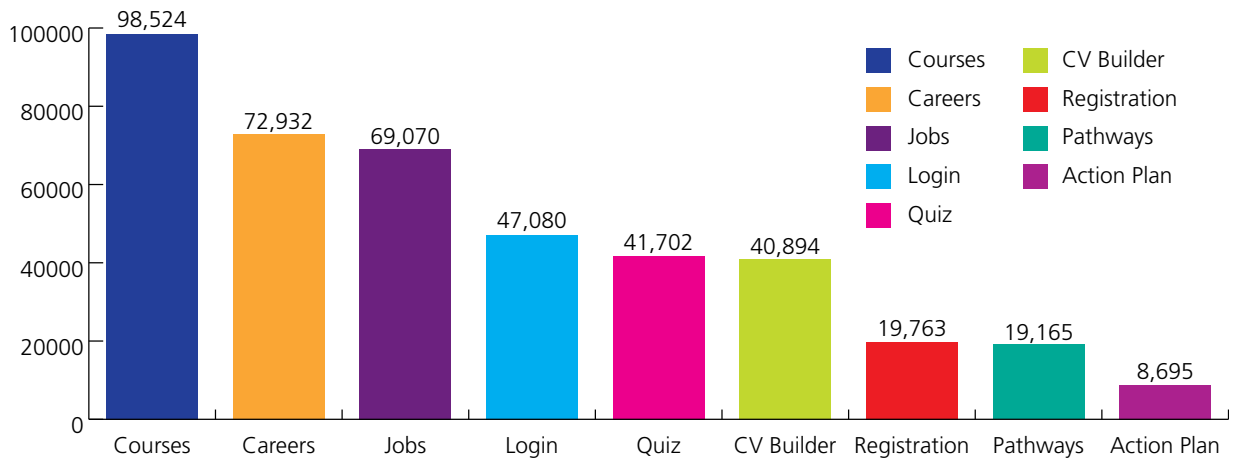
	AAP PAs funded	Schools receiving CEG info	Extra data support	Met NEET targets	Increased EET	CT*/14-19 meetings	Key bespoke projects
Camden	2	9	Core IYSS/EYS merge, setup	✓	✓	4	IAG future arrangements
Islington	3	9	Core IYSS/EYS merge, setup	✓	✓	8	Operational plan NEET strategy IAG future plans
K and C	1	4	Core IYSS/EYS merge, setup	✓	✓	8	IAG future plans
Lambeth	3	11	Core IYSS/EYS merge, setup	✓	✓	4	IAG future arrangements
Southwark	3	8	Core IYSS/EYS merge, setup	✓	✓	8	IAG future plans MI training
Wandsworth	3	10	Core IYSS/EYS merge, setup	✓	✓	8	IAG future plans
Westminster	2	7	Core IYSS/EYS merge, setup	✓	✓	4	Careers contract tendering

* Children's trust

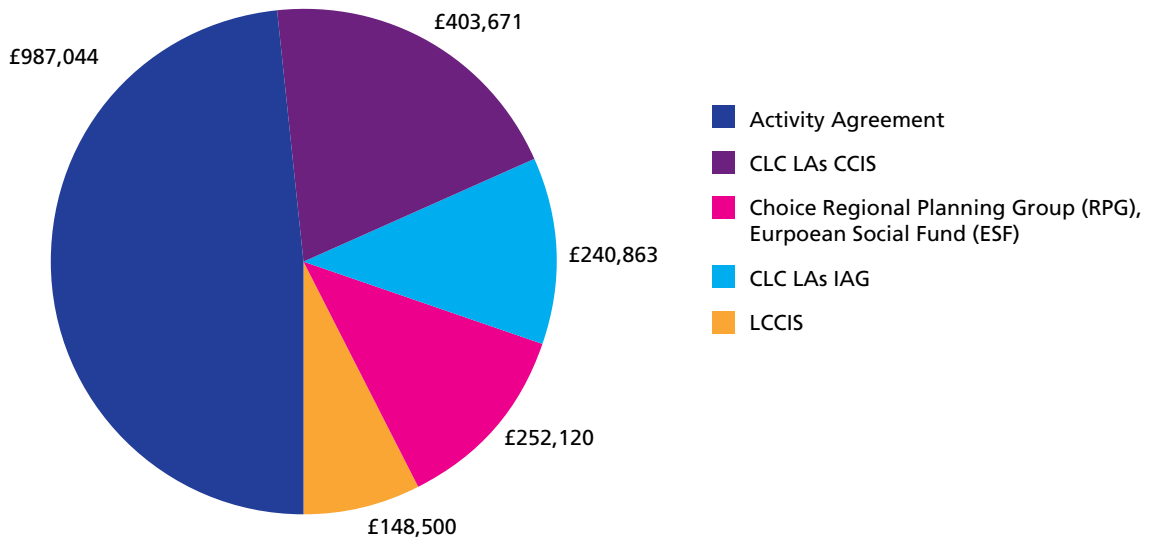
Longer term trends in NEET levels



The top page views of the 262,643 unique users of Choice



Income sources 2010/11



Income sources 2010/11



The coalition government elected in May 2010 has radically changed the landscape for young people's opportunities, support and development.

As the new landscape takes shape the lines are blurred between budget cuts to manage the national deficit and a policy agenda to transfer (with much reduced budgets) the delivery of many services from local authorities to other providers under the policy umbrella of local empowerment.

Public services and the Big Society

Public service reforms aim to open up public services to new providers to be more competitive, more local and more transparent, to give more choice to those who use our public services and more freedom to the professionals who deliver them. The major voluntary sector and public sector bodies will be encouraged to provide services, and there are new powers to enable public sector workers to take ownership of their organisations and form mutuals and co-operatives, paid by results wherever appropriate, and with services more local, more accountable, more personal, and locally driven.

In-year cuts to local authority children's services grants in June 2010 provided a 24% reduction, with further reductions in grants from April 2011, particularly a 12% reduction for 'early intervention' through the Early Intervention Grant (EIG) which includes a number of protected areas resulting in a greater impact on funding for services for teenagers. In addition £95 million of Department for Education (DfE) grants which existed in 2010/11 have ceased in 2011/12 in London and many programmes directly funded from government have been withdrawn, such as the Youth Opportunities Programme delivered entirely by young people to fund their own activities. All LA youth support and Connexions services have been reduced by at least 15% - one borough has seen a reduction in Connexions staff from 43 to 16.

The Big Society and help for community and neighbourhood groups: local authorities are at the forefront of reconnecting people to political decision making and will play a crucial role in promoting growth, tackling climate change and reducing health inequalities. New legislation has outlined a number of proposals to empower local authorities and citizens through increased decentralisation, they include: introducing directly elected mayors and police commissioners; devolving the financial powers of local government; and increasing transparency and letting local citizens choose the organisational structure of their local council. **The National Citizens Service** will in 2011 provide 1000 London year 11 school leavers with 3 weeks of group and residential activities followed by an extended period of community action.

Young people's education and training

The government has begun a re-engineering of the education system. They intend to empower teachers to provide a **more rational curriculum** which embodies rigour and high standards to enable the acquisition of a core of essential knowledge in the key subject disciplines, with new measures for schools of how well deprived pupils do, and how young people do when they leave school. **Planning freedoms** will mean that **schools will move away from local authority involvement or support**, often standing independently as academies or free schools. Local authorities will be limited to a 'strong strategic role' although some will trade support services.

Revised funding arrangements to include a 1.5% increase **will support the delivery of full participation** for 16 and 17 years olds by 2015 leading to an increase of 62,000 places by 2014, with 1.64 million young people per annum aged 16 and up to 25 with a learning difficulty and/or disability, with a place in an academy and school sixth forms, colleges and other providers, including apprenticeships. **Funding for full time programmes will be reduced to 30 guided learning hours;** schools, colleges and training providers will be required to work with a reduced unit cost and to achieve other efficiencies.

The Wolf Report on vocational learning identified concerns that many young people were being engaged in vocational programmes which did not equip them for the future. Recommendations include; a full review of qualifications and funding to widen (and limit) the scope of provision to programmes with a clear progression route, plus a concentration for lower level students on English and Maths, wider-spread work experience,

funding to employers for work-based and work-related learning, and the publication of results of 16-18 programmes by course and institution.

A pupil premium of £430 will be paid to schools to support students from low-income households. London Councils has raised concerns that deprived pupils in London will not be able to access the full range of support that the pupil premium is expected to bring to deprived pupils in other areas of England as the government has set the pupil premium at a flat rate rather than adjusting the amount according to the area where the pupil lives. Large areas in London have high levels of deprivation.

Capital funding for sixth-form colleges of £30 million nationally (approx. £40,000 per 6th form) will make essential improvements to buildings to meet the demand for additional 16-19 student places.

Apprenticeship places will continue to increase. By 2013 an Apprenticeship place will be available to all suitably qualified young people, increasing the number and variety of places available, with a drive to increase public service apprenticeships, level 3 advanced apprenticeships and level 4 apprenticeships, with work to address stereotyping and under-representation across all equality strands, including gender, race and disability. London Councils and the boroughs are working towards a pan-London target of 2000 new apprenticeship starts by 2012.

Vocational schools “provide an excellent proposition to those who want special education and training on their chosen career path, without all the general education a college or university requires”. The Wolf Review of 14-19 vocational education in England promoted the role of schools and FE colleges in delivering vocational education for 14-15 and 16-19 year olds, the role of academies, including 14-19 University Technical Colleges and full-time FE from age 14. Early announcements suggest that there will be considerable development of such provision.

The Work Programme is a single integrated package of support for young people aged 18 to 25 providing personalised help for everyone who finds themselves out of work regardless of the benefit they claim. Young people NEET or on Job Seekers Allowance will be able to access an individually tailored service after 3 months. Specialist local providers will provide engagement activities, skills development programmes and job brokerage over 104 weeks, and will support retention in work.

Financial support for learners

The Education Maintenance Allowance has been withdrawn. From January 2011 students could no longer apply for the grant which targeted an allowance of maximum £30 per week to children from homes with low incomes, and payable on full attendance and completion of work. This major incentive to participation and retention will be a blow to many individual young people and their families.

The Discretionary Learner Support Fund will replace the EMA, managed by learning providers to target need. Final arrangements will be announced in 2011/12 and could include a bursary aimed at the more needy young people alongside incidental support. London Councils is concerned that thousands of disadvantaged students in London could be priced out of further education unless more funding is allocated to support them.

The 16+ Zip Oyster photo card is available for a £10 fee for London young people aged 16 to 18 in learning and provides free travel at any time on buses and trams, and child fares on the Tube, DLR, London Overground and National Rail.

A new system of loans for further education students will be developed, legislated for and introduced in time for the academic year 2013/14.

Supporting vulnerable young people

A programme of Early Interventions will be piloted to ensure that “babies, children, and young people build the social and emotional bedrock to fulfil their potential and reduce dysfunction, as a prerequisite to break the intergenerational cycle of disadvantage and underachievement”. Early intervention programmes will cover the 0-18 age range to raise the general social and emotional capabilities of a population, or specific programmes that

target key groups. They will prevent “ill-preparedness for school and other learning environments, the adoption of the violent behaviour that makes toddlers anti-social, school children unmanageable and ends up with young people in prison, the physical and mental problems which perpetuate the cycle of dysfunction, and the lack of empathy that allows beatings and stabbings on residential streets”.

Early Interventions will ensure that children and young people are:

School ready - having the foundation skills in speech, perception, ability to understand numbers and quantities, motor skills, attitude to work, concentration, memory and social conduct

Life ready - understanding the importance and social, health and emotional benefits of entering work, the impacts of drug and alcohol abuse, crime and domestic and other violence

Child ready - having an understanding of what it is like to build and sustain a relationship, to have a family and look after a small child, of how babies grow and develop and how parents can best promote this development.

Transitional support for young people with SEN and LDD: the green paper Supporting Aspirations proposed VCS delivery of a single assessment process and a combined education, health and care plan running from birth to 25 years old, replacing the existing School Action and School Action Plus system with a simpler new school-based category to help teachers focus on raising attainment, and overhauling teacher training and professional development.

Work on non-Government finance and funding will look at how to attract new capital to Programmes from across the finance spectrum from Philanthropists/Charities all the way through to Pension Funds and Investment Banks.

Careers guidance

Schools will be responsible for securing access to independent and impartial careers guidance for pupils in years 9-11. DfE will consult in summer 2011 on extending this duty down to year 8 and up to year 13. Schools and colleges will secure access to independent, impartial guidance, whether from the national careers service or other high-quality careers guidance services to enable informed decisions about careers by their pupils and students. Higher education establishments will continue to provide their own guidance to their students.

Post 16 providers will continue to enable all learners to access IAG services and support to enable them to consider further learning opportunities, progression and career choices, including IAG on the new unit-based qualification and credit framework. Where IAG is embedded in learning programmes and in the entitlement curriculum for full-time 16 to 18 year olds suitable arrangements should be made for teaching and learning-support staff to be aware of and to access appropriate information and be able to direct learners to specialist advisers and resources.

Local authorities will retain their statutory duty to encourage, **enable and assist young people to participate in education or training** (Section 68(1) of the Education and Skills Act 2008). DfE expects that **schools will work in partnership with local authorities to ensure that vulnerable young people receive the support that they need**, and that there will be local arrangements to ensure that provides for this partnership. They will work in partnership with **Jobcentre Plus** to help young jobseekers improve their skills and to enable eligible 16-17 year olds to claim Job Seeker's Allowance (JSA), Income Support (IS) or Employment Support Allowance (ESA).

Local authorities will continue to play a crucial role in the provision of support to young people up to age 19, and young adults assessed as having **learning difficulties and disabilities up to age 25,** “to encourage, enable or assist the effective participation of those persons in education or training” (section 68(1) of the Education and Skills Act 2008).

Local authorities, with learning providers, will collect data for the September Guarantee for year 11 and year 12 progression, and for the Activity Survey of destinations of young people in learning.

A national careers service will provide integrated careers advice services for young people and adults. This service will be open to all through a range of channels – online and by telephone.

Local authorities must consider what arrangements they should put in place to ensure provision of **careers guidance to young people in advance of this new duty being placed on schools**, and of the establishment of the new careers service (planned to be fully operational by April 2012).

	April 2011	September 2011	April 2012	September 2012
LA Connexions universal IAG				
LAs targeted services incl. IAG for vulnerable young people				
LA and school/post 16 tracking for Sept Guarantee				
LA, post 16 data capture for Destination Survey				
National careers service for e/tele information & advice		Web access	Personal access	
Schools responsible for careers guidance				

A new career progression framework

For careers advisers working with adults, supported by new qualifications and arrangements for continuous professional development, strengthening the general and specialist skills of the adviser workforce and bringing together standards for careers advisers working with young people and adults, to form a new professional basis for the all-age careers service.

A summary of the 2011/12 responsibilities of local authorities

The key statutory functions to be discharged by local authorities, are to:

- provide career education and guidance (Employment and Training Act 1973; Trade Union Reform and Employment Rights Act 1993);
- encourage participation in education and training (Learning and Skills Act 2000);
- support the post-16 transition of young people with learning difficulties and disabilities (Learning and Skills Act 2000)
- secure education and training for all young people 16-19 year olds (Apprenticeships Skills, Children and Learning Act 2009)
- ensure that all young people will continue in education or training to 17 from 2013 and to 18 from 2015.

See appendix 3 for DfE IAG guidance to local authorities and schools

Priority 1: Supporting full participation

Priority 2: Early intervention with vulnerable/NEET young people

Priority 3: Young people's readiness to work or learn

Priority 4: Young people's access to universal youth services

Priority 5: Increased value – more for less

Priority 6: Working together to maximise opportunities to young people

Priority 1: Supporting full participation

- providing information and advice on alternative sources of learner support to overcome hardship and disaffection resulting from the withdrawal of EMAs
- providing information and advice on the financial support available to young people in HE and the range of alternatives to routes to qualified status in learning or work
- tracking all young people as they move from year 11 to year 12 to enable support to those who have not found a place in learning or work
- central drive of the September Offer to define, monitor and report on progress and support delivery
- stronger data intelligence to support young people NEET aged 18 and above through joint work with Job Centre Plus and the National Apprenticeship Service
- providing intelligence and data analyses on the patterns of progression and participation for vulnerable groups of young people
- delivering programmes to re-engage young people at risk of dropping out, and to prepare young people for their next opportunity
- training youth support workers and teachers to understand the London labour market and educational landscape, and to guide and support young people to participate.

Priority 2: Early intervention with vulnerable/NEET young people

Support for universal tracking, individual case-work or group activities that identify:

- young people not school or life ready - i.e. with low basic skills, low personal skills, low life skills
- students in year 11 or 12 with no intended destination or offer of a place for their next year of study/training
- young people who are clients of Youth Offending Teams (YOTs), mothers, homeless, new to care
- young people otherwise distressed due to their mental health, poverty, or for other reasons
- young people not in employment, education or training (NEET).

Priority 3: Young people's readiness to work or learn

- deliver flexible cost-effective needs-led offer of skills development linked to the labour market for young people at risk of becoming or already NEET, including personal and interpersonal skills, basic skills, vocational skills and work-readiness skills
- apply for ESF funding to re-engage young people NEET
- coordinate and development of Job Centre Plus partnerships with local authorities to further develop joint support to young people NEET
- capture funding from the Work Programme to support young people aged 18 to 25 NEET
- support local authorities to increase jobs for young people, to liaise with the National Apprenticeship Service to increase and publicise apprenticeships, and support young people who have applied unsuccessfully.

Priority 4: Young people's access to universal youth services

- support local authorities with strategies to fund and deliver universal youth services
- provide data analyses to support needs analysis and de/commissioning of provision
- enable sharing of effective strategies and practice at Board level
- seek additional funding.

Priority 5: Increased value – more for less

- deliver shared services at a lower cost to local authorities
- attract additional funding to support local delivery of youth support programmes
- seek new models of delivery which are not dependant on government funding.

Priority 6: Working together to maximise opportunities to young people

- provide regular opportunities for working together through the Partnership Boards and Operations Group
- provide ad-hoc or specialist opportunities for working together such as the LDD specialist forum
- ensure new programmes enable cross-border collaboration
- keep information flowing to update partners and staff on developments and opportunities.

What does CLC deliver?

Our data system Core IYSS provides integrated data to:

- track the participation of individual young people from school to post compulsory learning or work
- early identification of young people with barriers to their participation
- case-manage early intervention to support vulnerable young people
- provide analyses of the participation journey for young people from all or specific cohorts or providers
- monitor and de/commission group work such as youth club activities and outcomes
- provide DfE with monthly management information for each local authority to meet statutory requirements
- link to other areas of London to provide a comprehensive tracking system across the region.

We also manage the data systems and data capture for all London post 16 learning and work opportunities on Choice, the London-wide post 16 e-prospectus.

Value added

Young people and their communities and learners in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster will benefit from:

- better life chances resulting from staying in learning and succeeding
- lower chances of not being in employment, education or training
- increased achievement to level 2 or 3 at aged 19.

Local authorities in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster benefit from:

- support in meeting participation, NEET and September Offer targets
- systems to meet CCIS and 14-19 requirements
- increased efficiency of and reduced costs for local tracking and follow-up programmes
- effective identification of young people who need preventative or targeted support to increase their positive outcomes and continue on the path to success
- intelligence to inform their 14-19 strategies and post 16 offer.

Priorities for 2011/12

Embedding the integrated data system Core IYSS and delivering clear useful data reports

Streamline operations by reducing the CLC data catalogue and reports

Supporting young people NEET aged 18 - 25 through joint work with **Job Centre Plus and the National Apprenticeship Service**

Further reducing levels of young people NEET aged 16-18 and aged 18 plus through joint work with Job Centre Plus.

Budget

Income: CLC local authorities data services: 7 LAs x £40,400 = £282,800

Costs: 2 x data officers; systems supply, LCCIS user licences

Performance Indicators

1. **Core IYSS is delivering** streamlined services to meet local authority needs
2. **Data services are provided** to meet local authorities' and DfE requirements within the quality measures specified
3. **Data sharing activity** with partners in Jobcentre Plus and National Apprenticeship Service to enable joint support to young people aged 16 to 19 and help more young people to successfully access work or apprenticeships.

The CLC Data Catalogue 2011/12:

Major changes in data management:

- year 11 cohorts: provided by National Pupil Data Service
- young people NEET counted by academic age
- NEET levels shown against resident cohort in EET
- the requirement to register for a ULN number.

What does CLC deliver?

We support the 14-19 and youth support workforces in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster to benefit from:

Essential information on:

- the London labour market
- formal and informal learning opportunities for young people
- staff development opportunities
- policy and strategic developments.

A flow of information delivered to Connexions and youth support services that are targeted at young people, parents and carers, and integrated youth support professionals including:

- **regular updates** of local or wider news and opportunities
- information on all **learning opportunities** through Choice
- **labour market information** on trends and current opportunities through monthly Job and LMI Sheets
- continued electronic availability of current **guides on information sharing** (for young people, parents and professionals)
- **professional development opportunities** for staff.

Electronic (and CLC widget) access to information, advice and guidance through:

- the **CLC website** for young people, parents and carers and practitioners
- **Connexions Direct** on Direct Gov (and the National Careers Service from September 2011) including up-to-date information on opportunities and services in central London
- **Choice**, the London-wide e-prospectus, promoted through CLC publications and events.

Information through social media including mobile phone 'apps' as a pilot programme to establish the 'apps' model for local information (an IDEA pathfinder programme funded to Dec. 2011)

Strategic and operational support to drive practice to meet the **National IAG Standards and CEG requirements**.

Training for Connexions PAs, youth support workers, teachers and educational support staff to support participation and achievement including:

- the educational landscape
- increasing outcomes for vulnerable young people
- working with other agencies
- meeting the National IAG Standards.

Continuous professional development for careers professionals (including Careers Advisers and Careers Educators).

Value added to young people

More young people in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster:

- access the right learning programme, are retained and succeed
- succeed in the right learning programmes and are therefore diverted from anti-social behaviour, crime, drug-use or early conceptions
- are supported from dropping out, and consequently need support services to re-engage.

Local authorities increase participation and deliver high quality early interventions.

Local authorities and learning providers get **additional resources through Choice** at no cost.

Priorities for 2011/12

1. Ensure that **young people** in all boroughs get the careers information, advice and guidance they need through a period of **intensive change**
2. Set-up links to the new **National Careers Service**
3. **Deliver IAG through 'apps'** to mobile phone and other social media
4. In partnership with local authorities we ensure that more **IYSS staff are IAG-trained**.

Budget

- CLC local authorities information programme: £3,500 initial payment
- Unit cost per LA beyond 20 courses, and for other users @ £90 per day.
- At cost charging of careers CPD programme

Performance Indicators

1. The 2011/12 **training programme is delivered** as planned
2. The 2011/12 **information flow is delivered** as planned
3. The **Apps programme is delivered** as planned.

What does CLC deliver?

Choice is the **14-19 area-wide prospectus** for London, providing young people and their parents/carers with information on every sixth form, further education, work-based learning, apprenticeship or job opportunity.

The data on the fully searchable database is provided by the learning provider with the help of CLC to provide the **training support, a Help Desk, data housekeeping and data performance management**. CLC also provides support to 14-19 strategic partnerships.

CLC **manages the contract for all aspects of Choice**, including the licence/hosting provider, systems development and the career tools sub-contractors.

A new tool for progression and planning

In response to the comprehensive independent evaluation to drive the new model of Choice, in 2011/12 CLC will work with London Councils Young People's Education and Skills (ex-RPG) to deliver a new approach which will maximise the new partnership of UCAS and S-cool to take Choice into a new progression planning tool for all London schools to support progression to post-16 institutions

As managing partners we will support the development of an electronic prospectus and application system linked to post 16 and HE entry. CLC will work with the commissioners to establish the 'Search' solutions for London from Sept 2011 and the 'Apply' solutions by Sept 2012.

As managing partners we will work with the new partnership to source and manage opportunities data, populate client data through CCIS, provide operational and strategic leadership across London, and administer the partnership to deliver the prospectus and CAP with simple and easy navigation, and links to other CEIAG features, thinner version to ensure accessibility and meet the needs of SEN/LDD young people and with links and information to parents, carers and guardians.

This model will deliver Choice fully funded through commercial sponsorship and advertising.

Value added

Young people across London will benefit from:

- a clear and easy-to-access website to explore their post 16 options and to enrol on post 16 opportunities
- better educational outcomes resulting from better choice of post 16 learning
- informed parents who feel part of the process and support the choices of their children.

Local authorities will gain from:

- universal IAG to support participation
- intelligence to inform their post 16 commissioning and decommissioning decisions.

Schools will benefit from:

- a new progression tool to inform their IAG activities, enable tutors to oversee the electronic application process for their students, and enable parents to be better involved in the progression process.

Priorities for 2011/12

1. CLC supports London Councils Young People's Education and Skills to set-up a new partnership
2. A new progression tool is established in partnership with S-cool and UCAS to meet the needs of young people, schools and local authorities.

Budget

The Choice Partnership will identify income options including self-funding with no charge to users.

The CLC resource will be met through the Choice partnership until September 2012 - 1 manager and 1 data officer to provide the strategic and data management

Performance Indicators

1. CLC plays an active and successful role in the **new partnership**
2. **The Search programme** is in place for September 2011
3. **Choice becomes a progression tool** with new partners as a key element of the work of schools and young people.

What are Early Interventions?

Early Interventions ensure that young people build the social and emotional bedrock to fulfil their potential and reduce dysfunction, to break the intergenerational cycle of disadvantage and underachievement ensuring they are **school ready, life ready and child ready**.

Early interventions benefit the school and life readiness of teenagers are triggered by our knowledge of young people through universal tracking, individual case-work or group activities that identify:

- young people not school or life ready - i.e. with low basic skills, low personal skills, low life skills
- students in year 11 or 12 with no intended destination or offer of a place for their next year of study/training
- young people who are clients of YOTs, mothers, homeless, new to care, and
- young people otherwise distressed due to their mental health, poverty, or for other reasons
- young people not in employment, education or training (NEET).

While more young people than ever before are acquiring the skills and qualifications they need to make a successful transition into adult life, still at any time 1800 young people aged 16 to 18 living in central London boroughs are not engaged in learning or work.

What will CLC do:

In tandem with the CLC local authorities and their career companies, CLC will support local participation and NEET strategies through:

- **the delivery with each local authority of the CLC Back to Business (B2B) ESF funded programme** valued at £1.8 million running until 2013/14 to re-motivate, inspire & equip 1319 young people at risk of NEET back into sustained learning and/or employment en-route to their personal goals with a comprehensive end-to-end personalised programme in KS4 & post 16 learning
- the **management and forensic analysis of data** to inform Early Intervention programmes to provide common early identifiers of young people at risk of becoming NEET and needing an early intervention
- **information and staff training on IAG**, careers, the labour market and personal support helps young people to choose the best learning pathway leading to their ongoing participation in education or work
- **joint work with learning providers** to increase flexible entry all year, or to re-shape learning programmes to attract and retain young people
- **tracking** to enable targeted interventions when young people become NEET
- **monitoring, support and strategic leadership** for the delivery of the September Offer to ensure that young people have a forward plan and offer for entry beyond their current programme
- **strategic development of partnerships** with Job Centre Plus to provide placements for young people aged 18 plus.

Value added

Young people benefit from:

- increased numbers continuing in learning from 14 to 19
- vulnerable young people are better prepared to engage and stay in learning
- fewer young people are NEET at age 16, 17 and 18
- increased numbers achieving level 2 or level 3 by age 19
- the consequent economic and personal impacts of participation.

Local authorities

- a common approach to early identifiers of young people likely to become NEET
- reduced NEET levels, increase participation and deliver the September Offer.

Priorities for 2011/12

Reduce the levels and numbers of young people NEET at 17 and 18 through the September Offer, increased joint IAG and access for young people to Job Centre Plus programmes, more jobs and apprenticeships, and better flexible entry to post 16 opportunities throughout the year.

Provide motivational and skills development programmes: through increasing the access to our successful skills programme Skills4YP to those on re-engagement programmes, NEET programmes and at risk of disengagement. We will:

- develop a curriculum fitting the Foundation Learning accreditation requirements
- apply the London quality standards for alternative provision
- train PAs in course delivery
- widen access through the CLC website.

Budget

- Funding for local authority cross-border support
- Funding for local authority shared data services
- ESF YPLA/SFA funding: £606,809.

Performance Indicators

- B2B ESF targets will be met
- NEET levels will reduce for young people aged 17
- More 18 year old young people NEET will progress to EET.

Strategy: to increase participation and reduced NEET levels through early interventions with young people aged 16 to 19

Raising aspirations and creating the right opportunities for young people to improve their skills and enter sustainable employment are critical to their individual life chances and to the economy.

Now more young people than ever before are acquiring the skills and qualifications they need to make a successful transition into adult life thanks to the efforts of young people themselves, their support workers and Advisers, and places of learning. Across central London the participation of young people aged 16 to 18 has increased remarkably to well above the national levels, and the numbers of young people not in employment, education or training has decreased to the lowest levels ever.

But still at any time about 2000 young people in years 12, 13 and 14 (aged 16 to 19) living in central London boroughs are not engaged in learning or work.

The government's plans

The government, in their paper Supporting Youth Employment (May 2011) set out a full plan to meet the needs from school to age 25, including:

- a. young people are able to experience the benefits of an Apprenticeship by introducing a new Access to Apprenticeships pathway within the programme that will benefit up to 10,000 vulnerable young people nationally
- b. from August this year a sector based work academy route for helping people into work. Sector based work academies are a locally driven initiative
- c. increasing the capacity of Jobcentre Plus, in partnership with local authorities and careers services, to support the 5,000 most disadvantaged 16–17 year olds claiming Jobseeker's Allowance each year, including through access to Work Experience and Work Clubs
- d. Jobcentre Plus support for those on active benefits – including young people over 18 – with six weeks undertaking training and work experience followed by a guaranteed job interview
- e. a guaranteed job interview and work experience over 18 – access to Work Experience and Work Clubs; to support the pathway within the programme that will benefit up to 10,000 vulnerable young people
- f. the new Work Programme from summer 2011 with Providers free to design support based on the needs of individuals and target the right support at the right time, with priority to all young people receiving Jobseekers allowance
- g. a new £10m per annum Innovation Fund for VCS organisations to develop innovative solutions to help disadvantaged people, focussing on young people who are NEET or at risk of becoming NEET. This will be linked to social investment models.

The new data configurations

The new data configuration of CCIS data has impacted as follows:

NEET numbers are shown by year group; they have increased by approx 900 as they now include young people in year 14 who will reach their 19th birthday at some point in the year showing a gradual increase in numbers of 19 year olds NEET each month

Cohorts now count the residents in each borough, irrespective of place of learning (in or outside of CLC); they have therefore increased by 10,000 – with borough cohorts changing in a range from -1700 to +3100

NEET percentages reflect the above changes; they have stabilised across CLC yet increased in some boroughs by 3.8% and reduced by 4.5%.

The priorities for 2011/12

1. Decrease numbers of **young people NEET aged 18 and 19** through:
 - better identification and interventions
 - increased sustainability in EET via ESF Back to Business Programmes
 - more referrals to Jobcentre Plus programmes including the Work Programme.
2. Increase **progression from year 12 courses**
 - routes to work
 - better guidance in year 12 targeted at those with no destination or offer.
3. Better **routes to work** through:
 - increased bespoke jobs brokerage
 - increased readiness for apprenticeships
 - increased supply of apprenticeships.
4. **Targeted work** with young people in care and young offenders and other local priority groups.

The Overall CLC Plan (Boroughs actions to be determined locally)

1. **Decrease numbers of young people NEET aged 18 and 19 through:**
 - better identification and interventions (i.e. reports and mail-outs to capture unknowns)
 - increase sustainability via ESF Back to Business and other programmes
 - more referrals to Jobcentre Plus programmes including the Work Programme by strengthening links in each borough via Strategic quarterly meetings with Jobcentre Plus.
2. **Increase progression from year 12 courses**
 - routes to work
 - guidance in year 12 targeted at those with no destination or offer.
3. Better **routes to work** through:
 - internships and work experience 14-19
 - increased bespoke jobs brokerage through programmes such as ESF Back to Business
 - increased readiness for apprenticeships by referring to programmes such as ESF National Apprentice Service programmes and Access to apprenticeships
 - increased supply of apprenticeships.
4. **Targeted work** with young people in care and young offenders and other local priority groups.

Impact Measures

- a. NEET levels reduce at year 12, year 13 and year 14
- b. attainment at age 16
- c. attainment at age 19
- d. number of apprentices in training
- e. participation in education, training and employment by 16-18 year olds in England, by local authority.

What does CLC deliver?

Section 139A of the Learning and Skills Act 2000 says that:

If a local authority in England maintains a statement of special educational needs for a person, and believes that the person will leave school, at the end of his last year of compulsory schooling, to receive post 16 education or training or higher education, the authority must arrange for an assessment of the person to be conducted at some time during his last year of compulsory schooling.

In addition if a local authority in England maintains a statement of special educational needs for a person who is over compulsory school age, and, believes that the person will leave school, during or at the end of the current school year, to receive post-16 education or training or higher education, the authority must arrange for an assessment of the person to be conducted at some time during the current school year.

The CLC LDD Cross Border protocols reciprocal arrangements between Central London Boroughs. It aims to identify the same set of arrangements between the 7 boroughs regardless of whether a borough is hosting a student with a home address in another area. It sets out the arrangement to be met for assessments from year 8 to the final assessment, and hand-over to the post 16 agency.

Most importantly it enables the assessment to be provided by the Personal Adviser in the borough of learning (the host), on behalf of the borough of residence (the home) achieving efficiencies of time, relationships and local contacts.

The Partnership agreement is supported by each central London local authority and provides the template for further bilateral agreements with other LAs.

Value added

Young people with LDD and their parents will benefit from:

- An assessment provided by a PA who knows them and can link easily with other local services.

Local authorities will gain from:

- Substantial time savings, due to the efficiencies of the home-host arrangement.

Schools will benefit from:

- An assessment provided by a PA who knows them.

Priorities for 2011/12

1. Re-affirm sign-up to the agreement across the area
2. Enable practice sharing and problem solving through the Operations Group.

Budget

This activity is provided from the funding by LAs for cross-border support.

Performance Indicator

All boroughs are signed up to the agreement.

See appendix 4: Transition Programme for IAG and Support services, 2011 to 2012

Our local authorities regularly request specific bespoke support from the CLC central team according to local priorities, initiatives and pressures. These can relate to all business areas, from data to Choice.

Potential areas of work

Areas of work for 2011/12 will immerge as the year unfolds and are likely to include:

Strategy and commissioning

- Transition support
- Commissioning and procurement of specialist IAG contractors
- Strategic or governance support
- Membership of working groups calling for specific expertise.

Quality

- External quality assessments and monitoring of IAG programmes against national standards
- PA quality assurance programmes are moderated.

14-19 participation

- Information on student financial support in HE and alternative routes to qualifications
- Key stage 4 and 5 re-engagement programmes
- CAP project management.

IYSS development

- Training for IYSS staff to meet local priorities
- Events or marketing support.

Service delivery

- Sourcing specialist consultants for project work or interim capacity
- Data analysis to meet local initiatives

Local variations to budget and policy changes

Central London boroughs face a variety of challenges arising from the local impact of government financial and policy changes, and calling for a range of support:

- all boroughs have scaled down all elements of Connexions and other youth support programmes, freezing the appointment of staff to fill vacancies, reducing training and support activities, curtailing building-based work, limiting preventative programmes and focussing more on vulnerability
- Islington has reduced its Connexions workforce to budget by 80%
- Lambeth, Wandsworth and Westminster have substantially reduced their careers company programmes and borough services
- Southwark and RBKC have ceased (from April 2011) their careers company contracts and will absorb the functions within the borough Connexions team
- RBKC will explore transferring youth support services into an independent social enterprise body.

While CLC has reduced its charges from £140,000 in 2008 to £97,000 in 2010 to £54,000 in 2011, the Partnership will be pleased to respond further to support local services to meet the challenges they face to meet these pressures during the transition to new arrangements.

Charging structure

CLC will always respond quickly to any requests. Where possible locally-specific support will be met from central budgets, although in some cases an additional charge may be negotiated. In such cases the daily rate charged will be agreed by the Corporate Scrutiny Committee or the Board on a sliding scale according to levels of expertise sought, and competitive with market rates.



What is delivered?

CLC, its local authorities, its lead body and others who commission programmes benefit from very strong corporate management of risk, continuity, financial services, performance management and planning including:

- financial and contracts services within and compliant with those provided by the lead body the Royal Borough of Kensington and Chelsea
- performance management of commissioned activities through borough contract review meetings
- central staff continuous professional development
- a Business Continuity Programme
- a Disaster Recovery Plan
- insurance Policy including activities in other boroughs and Business Interruptions cover
- risk Management analysis and planning for all programme areas
- support to the governance structure including the CLC Partnership Board and its sub committees- the Corporate & Scrutiny Committee and the Operations Group of all local authority operational managers
- scrutiny by young people on information materials and other programmes such as Choice
- CLC involvement in local governance including Children's Trust Boards and 14-19 Partnerships
- a corporate communications structure.
- an active conduit to and from policy makers at national and regional levels with the aim of influencing policy and practice to enable each to be informed by the other
- representative membership of key regional and national bodies.

Value added

Local authorities in Camden, Islington, Kensington and Chelsea, Lambeth, Southwark, Wandsworth and Westminster (plus other commissioning bodies) benefit from:

- **a robust and high performing body to support** and develop their IAG, participation, safeguarding and NEET strategies
- **the management of risk** linked to the achievement of targets
- **additional income.**

Priorities for 2011/12

- make arrangements to identify the best option for a **revised legal entity** for the future position of the Partnership
- continue to manage the partnership and its commissions to a high standard, with well managed risks
- **secure additional income** to further develop the support available to local authorities and to reduce the costs to them of CLC's support
- **participate in the RBKC Space Programme** to re-locate with benefit from open office and flexible working and lower costs
- **deliver borough meetings** to assess the performance of CLC

Budgets

All budget areas contribute to Corporate Services.

Performance indicators

1. Management of the partnership and its commissions is delivered to budget and to a high standard, with well managed risks
2. Additional income is secured to further develop the support available to local authorities and to reduce the costs to them of CLC's support
3. We take part in the RBKC Space Programme to re-locate with benefit from open office and flexible working and lower costs
4. Meetings take place in all boroughs to assess the performance of CLC.

The chart as published below outlines the budgeted income and their sources for the financial year 2011/12.

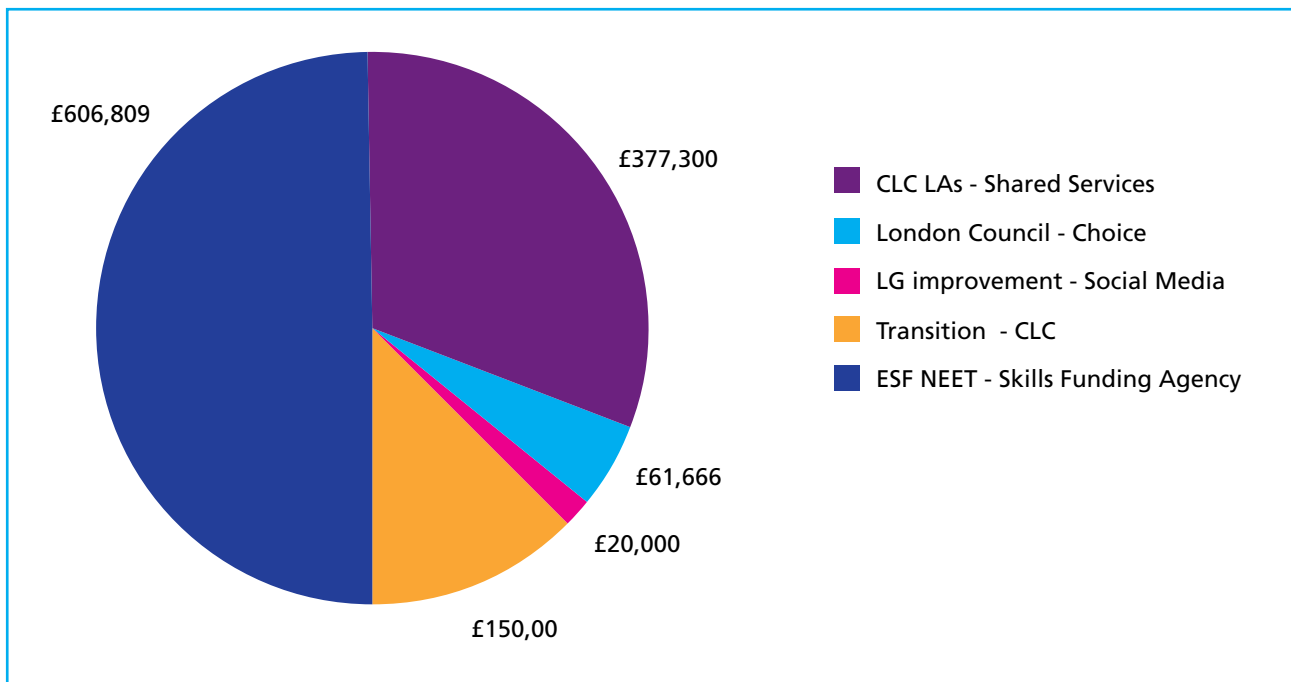
The partnership has established a range of financial procedures, systems and controls to ensure appropriate accountability of public funds and provide assurance that funding is spent solely on commissioned services. In doing so, the Partnership has adopted the standing orders, financial procedures and delegated authority of its Lead Body in addition to setting up its own controls and procedures.

Financial controls and procedures ensure that funding is correctly accounted for, probity is achieved in the delivery of commissioned services and value for money is obtained in the delivery of service. The systems allow the Partnership to conduct value for money studies, benchmark its activities, and comply with statutory and regulatory bodies.

Audit

CLC is subject to audit through the lead body, funding bodies, and through its appointed internal auditors PKF.

The Budgeted Income for 2011/12 is set out below.



Partnership Board

Members:

- The 7 CLC local authorities

Associate members:

- Young People's Learning Agency (YPLA)

Date	Time
Friday 20th May 2011	1pm - 4.30pm
Friday 15th July 2011	1pm - 4.30pm
Friday 4th November 2011	1pm - 4.30pm
Friday 3rd February 2012	1pm - 4.30pm

Corporate Services Scrutiny Meeting

Members:

- The chair of the CLC Board
- 2 CLC Board Members
- The Lead Body Finance Directorate

Date	Time
Thursday 28th April 2011	3pm - 4.30pm
Thursday 28th July 2011	3pm - 4.30pm
Thursday 20th October 2011	3pm - 4.30pm
Thursday 19th January 2012	3pm - 4.30pm

Operations Group Meeting

Members:

- The Connexions Manager from each CLC local authority
- The LA contracted Careers Service Managers

Date	Time
Tuesday 19th April 2011	10am – 1pm
Tuesday 7th June 2011	10am – 1pm
Tuesday 12th July 2011	10am – 1pm
Tuesday 13th September 2011 (Q1 review)	10am – 1pm
Tuesday 25th October 2011 (Q2 review)	10am – 1pm
Tuesday 6th December 2011	10am – 1pm
Tuesday 24th January 2012 (Q3 review)	10am – 1pm
Tuesday 6th March 2012	10am – 1pm

CLC Performance Monitoring Meetings

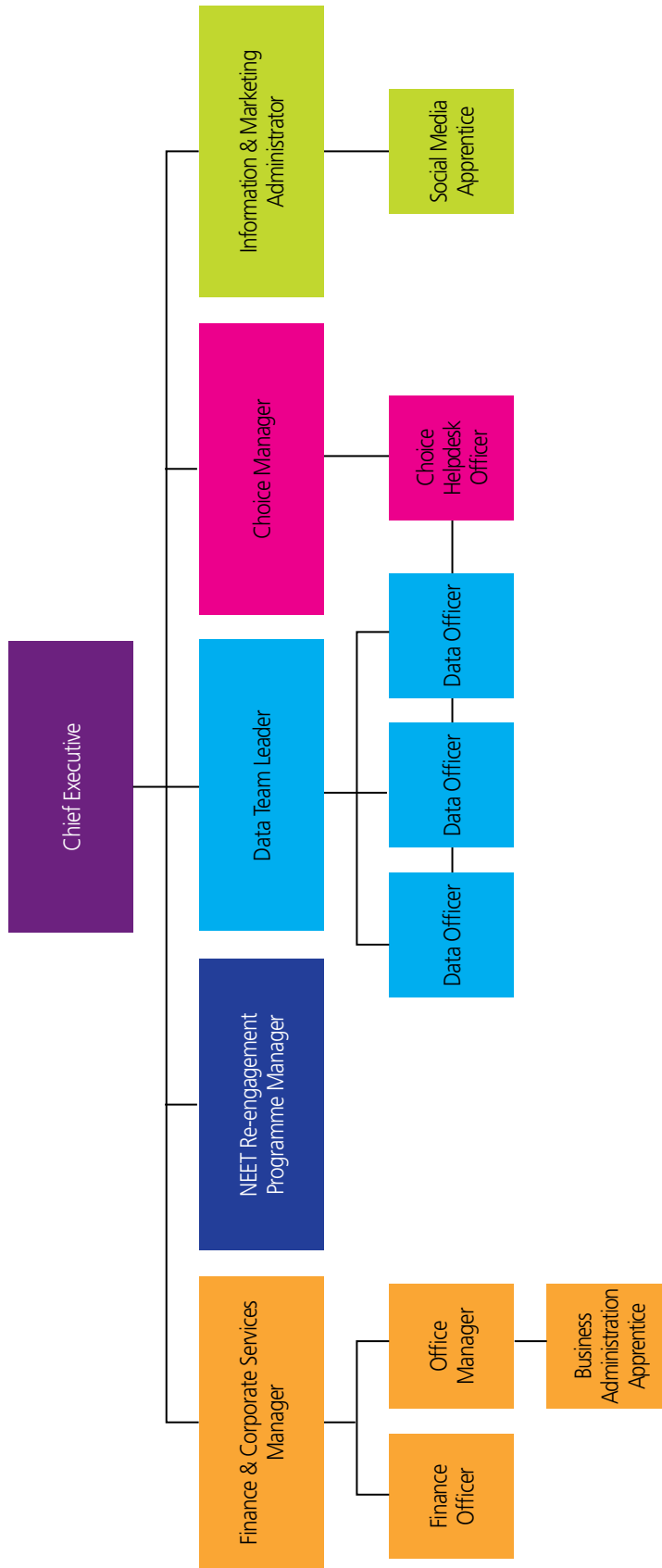
Meetings with individual LAs to take place twice a year

Members:

- CLC Board Members
- The Connexions Manager from each CLC local authority

Date	Time
September 2011	TBC

Central London Connexions Team



Raising the Participation Age

In preparation for 2013, when young people will be required to participate in learning until aged 17, local authorities will need to deliver the key elements of the DCSF Strategy for Raising the Participation Age:

1. to work with parents, schools and local partners to tackle the causes of **disengagement** in the earlier stages of education – throughout primary and secondary phases including Key Stage 3
2. to deliver the **14–19 curriculum** entitlements by 2013
3. to deliver the September Guarantee and make available quality, flexible and **part-time provision** to meet the needs of the more vulnerable
4. to work with the **National Apprenticeship Service (NAS)** to engage with and assist employers to support more young people into an Apprenticeship; to ensure young people in employment are able to access accredited training; and to further develop good education-employment partnerships
5. to ensure guidance services meet the needs of all young people in their area, including **challenging stereotypes** and **delivering effective IAG** for those wishing to study part-time alongside a full-time occupation
6. to ensure all young people who need intensive tailored support have a participation adviser and a **Learning and Support Agreement**
7. to use the opportunity of the 16–19 funding transfer to ensure the knowledge and expertise of all local providers and agencies to **inform commissioning**, through the 14–19 Partnership and 14–19 Plan
8. to ensure the local 14–19 Plan **includes participation trajectories** to 2013/15 and informs the mix and balance of all 14–19 provision and services to be commissioned
9. to ensure the **local workforce** has the skills, knowledge and behaviours to deliver full participation
10. to deliver **tailored communications** to the wide range of local audiences about RPA.

The Department for Education has introduced legislation to amend the responsibility for providing careers guidance to young people, which has previously been provided by local authorities via Connexions services.

Schools will be responsible for securing access to independent and impartial careers guidance for pupils in years 9-11. Subject to the passage of the Bill, this new duty will come into force in September 2012. We will consult in summer 2011 on extending this duty down to year 8 and up to year 13.

Local authorities must consider what arrangements they should put in place to ensure provision of careers guidance to young people in advance of this new duty being placed on schools, and of the establishment of the new careers service (planned to be fully operational by April 2012). The Early Intervention Grant will support local authorities' transitional responsibilities in respect of careers guidance in advance of these changes coming into effect.

Notwithstanding other legislative changes local authorities will continue to play a crucial role in the provision of support to young people up to age 19, and young adults assessed as having learning difficulties and disabilities up to age 25, "to encourage, enable or assist the effective participation of those persons in education or training" (section 68(1) of the Education and Skills Act 2008). The Secretary of State has issued guidance in relation to this duty, to which local authorities must have regard. It is for each authority to determine what services are necessary to fulfill this statutory responsibility.

There will be no expectation that local authorities should provide universal careers services once the new careers service is established and the duty on schools has been commenced.

The Education Bill repeals the powers of the Secretary of State to make directions to local authorities under section 69 of the 2008 Act.

We expect that schools will work in partnership with local authorities to ensure that vulnerable young people receive the support that they need, and that there will be local arrangements in place to provide for this partnership.

The Education Bill - changes to the delivery of careers guidance

Schools have a key role to play in supporting pupils to progress to further education, higher education and skilled employment. The most important factor that determines successful progress to further learning and employment post 16 is the quality of our schools and the level of attainment pre 16. However, schools also need to support their pupils in making the right choices so they can make the most of the opportunities that are available to them. New provisions in the Education Bill that is currently progressing through Parliament will change the responsibilities of schools for careers education and guidance. They will give schools greater freedom and flexibility to exercise their professional judgement in determining the most appropriate careers guidance for their pupils.

The main features of the legislation are as follows:

There will be a new duty on schools to secure access to impartial and independent careers guidance for every pupil in years 9 to 11. We will also consult in Summer 2011 on whether the duty should be extended down to year 8 and up to year 13.

The governing body of a school will have the freedom to decide how best to fulfil this duty in accordance with the needs of their pupils. Guidance, independent of the school, must be provided in an impartial manner, and should promote the best interests of the person to whom it is given. Sources of independent careers guidance would include, but not be limited to, careers organisations funded by Government or other expert careers guidance providers. A new national careers service will be established by April 2012, with elements of the service in place from September 2011.

In addition, the Government will repeal some statutory provisions in England:

The requirement for schools to provide a programme of careers education (section 43 of Part VII of the Education Act 1997). The broad range of activities that are encompassed within the term 'careers education' are important in contextualising the careers guidance on offer to pupils, supporting the development of decision making and career management skills. It will be for schools to decide how these activities should be delivered, taking into account the particular needs of their pupils. The removal of this provision is permissive; it does not imply that these activities are unimportant, but that the Government considers that it is not necessary to legislate for them.

The duties on schools to provide appropriate pupil data to support the provision of careers advice and guidance and to provide access for external persons to students and premises (section 44 of the Education Act 1997 and section 73 of the Education and Skills Act 2008). We expect that schools will work in partnership with local authorities and external careers guidance providers to ensure that young people are appropriately supported, without the need for legislation.

The duty on schools to provide information relating to careers education and career opportunities (section 45 of the Education Act 1997). The provision of up-to-date careers information will be safeguarded by the new legislation as it requires schools to secure access to careers guidance that includes information on 16-18 education or training options, including Apprenticeships.

These changes are likely to come into effect in September 2012 but schools may want to consider what arrangements they might make in the new academic year beginning September 2011 in anticipation of the new duties. They should do so in discussion with local authorities, taking account of local arrangements for providing careers guidance to young people in advance of these changes.

The legislation is underpinned by the Government's belief that schools should be trusted to do what is right for their pupils. Schools will be free to make arrangements for careers guidance that best suit the needs of their pupils, engaging, where appropriate, in partnership with independent providers (i.e. not directly employed by the school). Those schools that have already developed their own arrangements for providing impartial careers advice and guidance – for example, by employing their own careers adviser – may continue to do so. However, in such

cases a school must also ensure pupils have access to a source of guidance which is independent and external to the school. This might include web-based or telephone services, and/or face-to-face guidance from a specialist provider.

Schools will make any provision for careers guidance from within the Dedicated Schools Grant. The budget is unringfenced so that schools can identify their own priorities.

In support of these measures, schools will be able to access high quality support from providers who have achieved a national quality standard for careers guidance providers. This quality standard will assist schools in making well-informed decisions about which provider to use. The Careers Profession Alliance is also developing professional standards for careers advisers which will support the provision of high quality guidance.

The Government also intends to develop new destinations measures at Key Stage 4. This will help young people, parents and communities to hold schools to account for the work they do to prepare young people to progress to positive destinations post 16. While attainment pre 16 is the strongest determinant of positive participation post 16, the measure will also bring into focus the quality of the arrangements for careers guidance.

Provision of services by local authorities

Notwithstanding other legislative changes local authorities will retain their statutory duty to encourage, enable and assist young people to participate in education or training (Section 68(1) of the Education and Skills Act 2008). They will also continue to be responsible for completing learning difficulty assessments (under section 139a of the Education and Skills Act 2008) for those young people with a learning difficulty and/or disability up to the age of 25.

Local authorities must consider what arrangements they should put in place to ensure all young people, including those who will complete year 11 this summer, get access to the careers guidance they need in advance of this new duty being placed on schools, and of the establishment of the new careers service (planned to be fully operational by April 2012). The Early Intervention Grant will support local authorities' transitional responsibilities in respect of careers guidance in advance of these changes coming into effect.

The key dates are:

April 2011	Early Intervention Grant is introduced. In 2011/2012, it will cover local authorities' transitional responsibilities.
Local authorities retain statutory duty to encourage, enable and assist young people to participate in education or training.	
September 2011	Young people and adults will be able to start accessing new arrangements for careers guidance.
April 2012	New careers service is established.
September 2012	New duty on schools to secure impartial and independent careers guidance commences

About this guidance

This is statutory guidance from the Department for Education. This means that recipients must have regard to it when carrying out duties relating to the provision of targeted support services for young people.

The purpose of this guidance is to identify key responsibilities of local authorities in relation to targeted support services to young people. These elements are important to Government and other service providers in order to ensure that vulnerable young people receive the help they need to engage in education and training and prevent them from dropping out. Apart from the elements identified here, it is for local authorities to decide what provision to make and how to organise their services for vulnerable young people.

What legislation does this guidance relate to?

This guidance is being issued under section 68(4) of the Education and Skills Act 2008 and local authorities must have regard to it.

Who is this guidance for?

Local authorities.

Background

Subject to the passage of the Education Bill through Parliament, schools will, from September 2012, be under a duty to secure access to independent and impartial careers guidance for their pupils. Schools will be free to make arrangements for careers guidance for young people that fit the needs and circumstances of their students, and will be able to engage, as appropriate, in partnership with external, expert providers.

Local authorities will retain their statutory duty to encourage, enable or assist young people's participation in education or training. As we maintain the commitment to raise the participation age to 18 by 2015, the Early Intervention Grant will help local authorities to support vulnerable young people to engage in education and training, intervening early with those who are at risk of disengagement. It is for local authorities to determine what services are necessary to fulfil their statutory responsibility. There will be no expectation that local authorities should provide universal careers services once the new careers service is established and the duty on schools has been commenced.

Statutory duty

Section 68 of the Education and Skills Act 2008 places a duty on local authorities to make available to young people below the age of 19 and relevant young adults (i.e. those aged 20 and over but under 25 with learning difficulties) support that will encourage, enable or assist them to participate in education and training.

Responsibilities of local authorities

The Government's general approach is to give local authorities freedom and flexibility to decide how to fulfil their statutory duties. However, there is an expectation that local authorities will have regard to the following guidance when deciding how to organise and resource their services.

Tracking and supporting young people

We are making a significant investment in young people's education and training. For this funding to be fully effective, there must be a good mechanism for tracking young people's participation in order to identify those who need support. The local Client Caseload Information System (CCIS) provides local authorities with the means of recording young people's post-16 plans and the offers they receive along with their current circumstances and activities. The National CCIS Management Information Requirements available from the DfE website sets out the 6 data areas that should continue to be reported to DfE each month from the local CCIS system.

Information on the number and proportion of young people in each area who are not in education, employment or training, or whose current activity is not known, will be taken from the data reported to DfE and made available to the public via the Cabinet Office transparency website.

It is also important that there is a good mechanism to check which young people are still to secure an offer of education or training and providing them with the support to do so. Lord Hill's letter of 17 February 2011 to Directors of Children's Services provided more information on the process of offering suitable places in education or training to 16 and 17 year olds.

Working with Jobcentre Plus

Local authorities will be required to continue to maintain close links with Jobcentre Plus to ensure that young people who are NEET receive a complementary package of support to find employment or to re-engage in education or training. This responsibility is best underpinned by the development of local partnership agreements, which document the ways in which local authorities and Jobcentre Plus will work together to ensure that a seamless and comprehensive service is provided for all young people.

16-17 year olds are, in certain circumstances, eligible to claim Job Seeker's Allowance (JSA), Income Support (IS) or Employment Support Allowance (ESA). Whilst decisions about the payment of benefits will be made by Jobcentre Plus, any young person wishing to make a claim must first register with the local authority. The requirement to register with the local authority is in legislation and is a condition of benefit entitlement for under 18s. Supporting processes are currently in place to notify Jobcentre Plus that a young person has registered with local authority and is therefore eligible for benefit. The young person's details are then recorded on CCIS as 'NEET – seeking employment, education or training'. Local authorities are expected to follow the processes set out in the 'Benefits Liaison Guidance' issued by DWP to ensure that benefit regulations are adhered to.

Quality, Support & Guidance Division
Department for Education
April 2011

Statutory Responsibility	Delivery locally from 1st April 2011 to meet statutory responsibilities
<p>Part 2 of the Education and Skills Act 2008 makes provision for support for young people in England to participate in education or training. It applies to young people from the start of the academic year in which they attain the age of 15 and ending when they attain the age of 19.</p>	
<p>1. To participate and remain in education and training</p> <p>Section 68: a duty on local authorities to make available to young people support services that will encourage, enable or assist those people to participate and remain in education and training.</p> <p>This includes reasonable face-to-face access to a Personal Adviser to provide information, advice and guidance advocacy and brokerage.</p>	<p>What is needed to meet this duty?</p> <p>Prevention and participation strategy</p> <p>A team of PAs working across the borough is needed to support retention and progressions of young people in schools, PRUs, specialist agencies, community settings or who are NEET.</p> <p>A named person in each school, the college, PRU and WBL providers is needed to collect and input data for the September Guarantee for intended destinations for year 10 students, and offers for year 11 students.</p> <p>NEET strategy for</p> <ul style="list-style-type: none"> • Universal self-referral to high profile borough resource(s) for specialist PA assessment and support • Targeted NEET interventions per locality • Specialist NEET interventions in specialist services (YOT, Leaving Care, TP) • Home visits. <p>Prevention and participation strategy</p> <p>September Guarantee IAG and tracking year 11 to year 12</p> <p>September Guarantee IAG and tracking year 12 to year 13</p> <p>IAG and CEG for 'At risk' young people out of school and in the PRU</p> <p>NEET interventions 2011/12</p> <p>Referred at risk of leaving learning</p> <p>Referred - left learning</p> <p>Self-referred</p>
<p>2. Tracking to establish the identities of persons belonging to its area</p> <p>Chapter 2 of Part 10: a local education authority in England must make arrangements to enable it to establish the identities of persons belonging to its area.</p> <p>Record keeping requirements for LAs and their Connexions service providers to maintain a Connexions database so as to help service providers offer the right support services to young people (under Part 2) and support for local education authorities in promoting fulfillment of the duty to participate (under Chapter 2 of Part 1).</p>	<p>What is needed to meet this duty?</p> <p>Supply of data system: Central London Connexions</p> <p>Final MI data QA and export to DfE: CLC</p> <p>Data collection, inputting and QA management: LBI</p> <p>Data reports and analysis: LBI and CLC</p> <p>CCIS specification requires currency for each yp NEET to be confirmed every 3 months, and each yp EET to be confirmed every 12 months. 400 yp NEET x 4 periods = 1600 follow-up calls or home visits.</p> <p>Local data management:</p> <p>Validate year 11 cohorts (data sourced centrally from Nat. Pupil Data Base by CLC)</p> <p>Validate MI provided to CLC</p> <p>Track and target yp about to lapse</p> <p>Monitor data imputing to QA standards</p> <p>Local reports and analysis</p>

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<p>3. The provision of careers education in schools</p> <p>Section 81: the provision of careers education in schools to provide a programme of careers education provided or information or advice is given which relates to any options available in respect of 16-18 education or training, or otherwise relates to the pursuit of particular careers presented in an impartial manner.</p>	<p>What is needed to meet this duty?</p> <p>Summer term 2011</p> <p>September Guarantee offers year 11 HE financial and admissions planning year 13 Results Day – IAG and placing Year 10 presentation events or Real Gamer CEG days</p> <p>Autumn term 2011</p> <p>Year 9 options for KS4 KS5 IAG year 11 Career planning years 9 and 10 HE application years 12, 13</p> <p>Spring term 2012</p> <p>KS5 IAG year 10 Applications year 11</p>
<p>4. Assessments for young people with learning difficulties and/or disabilities</p> <p>The Learning and Skills Act 2000, section 139A-C: to arrange assessments for young people with learning difficulties and/or disabilities as defined by the Act to assist their transition to post-16 education and training opportunities.</p>	<p>Identified PAs to carry out these assessments</p> <p>School students with statement of SEN assessed, with a primary focus on complex case management for yp without a destination</p> <p>Liaison with LA SEN team and YPLA re. funding for placements, travel arrangements, etc</p> <p>Liaison with parents re. plans</p> <p>Liaison with destination placement for support needs as per plan</p>
<p>5. To assist young people to obtain appropriate employment, training and education</p> <p>Section 8 of the Employment and Training Act 1973 (amended by the Trade Union Reform and Employment Rights Act 1993): to assist persons undergoing relevant education to decide</p> <ul style="list-style-type: none"> • what employments, having regard to their capabilities, will be suitable for and available to them, when they cease undergoing such education • what training or education is or will be required by and available to them in order to fit them for those employments • To assist persons ceasing to undergo relevant education to obtain such employments, training and education. <p>The service provided to young people and relevant adults by the local authority must be a balance of a universal IAG service as well as targeted IAG services for those who need them.</p>	<p>What is needed to meet this duty?</p> <p>Promotion of the area-wide prospectus which provides the full offer of education, training, apprenticeships and jobs, supporting PAs, teachers, other advisers, young people and their parents.</p> <p>Assessment of yp seeking or requiring work to set programme of work-readiness.</p> <p>PAs in the community providing job brokerage services including jobs brokered in other boroughs but made available to yp.</p> <p>Allocated worker to target yp in jobs without training (at high risk of becoming NEET) aiming to convert to job with training.</p> <p>Data entry of local jobs brokered.</p>

connexions

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