Traffic Light Categories	Urgent
	In Progress
	Closed

Workstreams	Responsible Officer	Traffic Light	2010						2011					
			October		November		December		January		February		March	
			Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings
RPG development of structure, governance and stakeholder relationships														
ToR for all groups	MVM	In Progress	Draft ToR for *Improving Choices for Young People (ICYP) Group* submitted to members for approval.				1st: ICYP Group		Consider ToR revisions following RPG review					
Staffing	MVM	In Progress	*LC activities on future of London Councils* - consultation with staff - external consultation - Proposals to Leaders - Proposals to Exec		*LC activities on future of London Councils* - proposals to Leaders' Committee - letters to staff - individual staff consultations		*LC activities on future of London Councils* - budget paper to Leaders' Committee - progress with implementation of proposals		*LC activities on future of London Councils* - progress with implementation of proposals		*LC activities on future of London Councils* - progress with implementation of proposals		*LC activities on future of London Councils* - progress with implementation of proposals	
Induction of new Board members	MVM	In Progress			Meeting with Cllr Liz Green	tbc								
Communications and Relationship Management	MVM	In Progress	RPG 14-19 Update RPG Review underway	1st: OSG 12th: Leaders' Committee	RPG 14-19 Update Collation of RPG review responses for RPG Board Release of Regional Statement of Priorities 2011 RPG Board preparation	5th: OSG 6th: London Councils Summit 2010 9th: Leaders' Committee 19th: ALDCS Steering Group 22nd: RPG Board 29th: ALDCS	RPG 14-19 Update AoC KIT Develop RPG Review implementation plan RPG communications plan	3rd: OSG 14th: Leaders' Committee 15th: RPG/AoC	RPG 14-19 Update Implement RPG Review actions Agree annual schedule of Leads meetings RPG Board preparation	7th: OSG 14th: ALDCS Steering Group 24th: ALDCS	RPG 14-19 Update AoC KIT	tbc: RPG/AoC 4th: OSG 8th: Leaders' Committee 14th: RPG Board	RPG 14-19 Update	tbc: OSG 8th: Leaders' Committee
Operational Budget Development	MVM	In Progress			Operational and regional activities budget proposal for 2011/12 (taking into consideration RPG Review conclusions)	22nd: RPG Board 29th: ALDCS	Quarterly budget review with Finance Recommendation to off-set or reimburse YE contributions from 2010 budget Operational and regional activities budget recommendation 2011/12	14th: Leaders' Committee	Notify off-setting or reimbursement decision on 2010 YE contributions Notify operational budget 2011 decision to local authorities Invoicing for 2011/12 operational and regional activities budget				Budget setting meeting with Finance	
14-19 Five Year Strategic Plan														
Strategic Analysis	GP	In Progress	Continued promotion following the full release of the document in September Scope further research emerging from information/data in the document. Three key areas identified: Progression, Achievement and skills supply and demand match (will eventually be released as addendums to the Strategic Analysis) Plan how to obtain feedback from local authorities regarding the Strategic Analysis and how it can be further developed for future releases	19th: YPLA (GA) meeting about scoping emerging research areas 29th: YPLA (GA) meeting regarding obtaining feedback from local authorities	Consult key stakeholders (such as Data Advisory Group [DAG]) to plan the research stemming from the Strategic Analysis Gather feedback from local authority colleagues and feedback to the YPLA National Office by 11th November	12th: DAG - specific item and paper on further research to be discussed	Work with the YPLA (regionally and nationally) to establish the new format of the strategic analysis and project plan the next release of the document Begin undertaking the research stemming from the Strategic Analysis	tbc: Fortnightly meetings with GA to manage new research and continue planning the next release of the Strategic Analysis	Draft reports/addendums on the three research areas	tbc: Periodic meetings with GA to work on drafts	Release/publish draft reports/addendums on the three research areas Begin an early draft of the new version of the Strategic Analysis	tbc: DAG (date to be confirmed at DAG on 12th Nov) tbc: Periodic meetings with GA to work on new draft of the Strategic Analysis	Continue working on drafting the new Strategic Analysis	tbc: Periodic meetings with GA to work on new draft of the Strategic Analysis
Consultation document/exercise (PENDING)		Closed												
Capital and infrastructure	GP	In Progress	Work closely with the YPLA to establish the criteria/clear parameters for awarding capital and infrastructure growth Ensure the Infrastructure Change Spreadsheet is up-to-date with the latest developments		YPLA to make available a simple version of the Infrastructure Change Spreadsheet to local authorities on request	tbc: potentially a meeting of the Infrastructure Change Task and Finish Group to discuss developments	YPLA to keep RPG and local authorities informed on the approach being taken to capital and infrastructure change RPG to support and facilitate communication and understanding of any emerging approach	tbc						

Workstreams	Responsible Officer	Traffic Light	October Key Activities	October Key Meetings	November Key Activities	November Key Meetings	December Key Activities	December Key Meetings	January Key Activities	January Key Meetings	February Key Activities	February Key Meetings	March Key Activities	March Key Meetings
16-18 Regional Commissioning Plans management														
Regional Statement of Priorities (RSoP)	POB	In Progress	Final revisions to take account of any material information in the Spending Review		Public launch of Regional Statement of Priorities / Document weblished on London Councils website	6th: London Councils Summit 2010								
Preparation and agreement of 2011/12 plan	YB	In Progress	ON HOLD: Subject to further guidance from DfE following the conclusion of discussions with the MAG											
Demand modelling/research	GP	Urgent	Letter to DMAG (GLA) seeking formal written response confirming why the demand modelling work has been delayed		Senior staff intervention/escalation to resolve the issue of non-delivery if no new delivery date is provided by the GLA	12th: DAG - project update to DAG	Focus on pushing DMAG to get demand modelling back on track	tbc: meeting with DMAG to discuss getting demand modelling back on track	Focussed work on demand modelling by DMAG and close management by GP	tbc: Monthly meeting with DMAG	First output of demand modelling made available for pilot boroughs	tbc: Monthly meeting with DMAG	tbc: Final output of demand modelling work	tbc: Project closure meeting with DMAG
Management of regional activities: regional commissioning projects and providers														
Apprenticeship Commissioning	YB	In Progress	KIT with NAS / Review Apprenticeship performance and employer/learner demand with NAS	22nd: RPG/NAS	KIT with NAS / Confirm commissioning process for 2011/12 with NAS (subject to required guidance and budgets)	tbc: RPG/NAS			KIT with NAS / Review Apprenticeship performance and employer/learner demand with NAS	tbc: RPG/NAS	KIT with NAS	tbc: RPG/NAS	KIT with NAS	tbc: RPG/NAS
Choice	LMT	In Progress	Evaluation of CHOICE and CAP Pilots: finalise report		Evaluation of CHOICE and CAP pilots: - ICYP Group to consider findings/recommendations - ICYP Group to recommend continuation of AWP to RPG Board - ICYP Group to endorse 'holding solution' for CAP / Outline proposal for continuation of AWP (including estimated costs) to OSG following ICYP Group meting	1st: ICYP Group meeting / 5th: OSG / 11th: Choice SMT / 22nd: RPG Board	Draft specification for hosting and software licence procurement from April 2011; task current Choice management team to procure new IT hosting and software agreement / 2011/12 Choice budget to Leaders	14th: Leaders' Committee	Draft specification for Choice management and helpdesk services from August 2011 / OJUE/procurement activity for Choice management and helpdesk services from August 2011 starts		Choice management and helpdesk services procurement activity		Choice management and helpdesk services procurement activity	
London Plus	LMT	In Progress	Travel to Success: clarify protocols on sharing LAT data between LAs		Initial Datadashboards released bu LPUK to RPG and LAs / Gain approval from RPG Board to issue T2S borough analyses / With LPUK plan model for pre-release T2S training for LAs / Discuss 2011 arrangements for regional LPUK work with OSG	22nd: RPG Board / 5th: OSG	Agree final version of reports / LPUK deliver pre-release T2S training for LAs / RPG disseminates T2S reports to all boroughs / Dashboard training (delivered by LPUK)	2nd: Travel to Success pilots	Dashboard training (delivered by LPUK)		Dashboard training (delivered by LPUK)		Dashboard training (delivered by LPUK)	
Capel Manor	POB	In Progress	Regional working group	28th: London Regional Green Spaces Skills & Education Working Group Meeting		tbc: Meeting to discuss implications of revised/replacement NCF				tbc: Meeting to discuss implications of revised/replacement NCF and early indications of adult skills settlement	Regional working group		2nd: London Regional Green Spaces Skills & Education Working Group Meeting		
Young Parents To Be	POB	In Progress	8th: Boroughs confirm their inclusion / 22nd: Objectives templates returned / 29th: Grant agreements prepared for issue		Purchase orders raised for each grant agreement / Signed grant agreements returned from boroughs and signed for London Councils / First payment authorised		Format of returns from boroughs agreed within London Councils and YPLA (if necessary)		Issue first return to Boroughs		First returns received. Variations implemented as necessary			

Traffic Light Categories		Urgent
		In Progress
		Closed

Workstreams	Responsible Officer	Traffic Light	2010						2011					
			October		November		December		January		February		March	
			Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings	Key Activities	Key Meetings
Strategic post-16 activities														
Achieving Excellence (CEIAG)	LMT	In Progress	Draft ToR for Improving Choices for Young People (ICYP) Group submitted to members for approval Evaluation of CHOICE and CAP Pilots:finalise report		See Choice, above; discuss key messages for CEIAG from recent publications; set future direction for group.	1st: ICYP Group meeting								
LLDD	YB	In Progress	LLDD project group established LLDD project workplan agreed for: - regional protocols - rationale for sub-regional/ regional working - developing local provision Update LLDD workplan	18th: LLDD Working Group and Project Group	Project work reviewed Drafted protocols, rationale for sub-regional/regional working and developing local provision work to ALDCS Update LLDD workplan ISP budget and process review with YPLA Inclusion Team	11th: LLDD Project Group 19th: ALDCS Steering Group 29th: ALDCS	Update LLDD workplan	tbc: LLDD Working Group tbc: LLDD Project Group	Update LLDD workplan ISP budget and process review with YPLA Inclusion Team	tbc: LLDD Working Group tbc: LLDD Project Group	Update LLDD workplan	tbc: LLDD Working Group tbc: LLDD Project Group	Update LLDD workplan ISP budget and process review with YPLA Inclusion Team	tbc: LLDD Working Group tbc: LLDD Project Group
Data and Regional Intelligence	GP	In Progress	Continue to work on developing mapping tools/visualisations of key data in London Continue work on SEN/LLDD cohort mapping Continue work ISP Qlikview Application Continue Marconi testing	12th: LLDD/SEN Cohort meeting 19th: ISP Qlikview Application meeting 25th: ISP Qlikview Application meeting 28th: Expert testing for Marconi	Plan the release first RPG maps/data visualisation on the RPG website 11th: release of the ISP Qlikview Application 11th - 17th Nov: analysis of ISP data NPD data for SEN/LLDD cohort mapping due	12th: DAG meeting tbc: meet with Map Info licence holders and Coms to plan map and data visualisation weblishing	Publish data maps and visualisations on RPG website Draft of SEN/LDDD cohort mapping Continue involvement in Marconi testing	tbc: periodic meetings with YPLA (AB) regarding SEN/LLDD cohort mapping	Final SEN/LLDD cohort mapping work released Continue involvement in Marconi testing Develop further maps/data visualisation		Continue involvement in Marconi testing Publish maps/data on RPG website	tbc: DAG (date to be confirmed at DAG on 12th Nov)		
ESF	LMT	In Progress	Explore issue of additional cluster for Olympic Host Boroughs Assemble information to share at GLE ESF Information events 29th: LDA PQQ closes		Resolve issue of additional cluster for Olympic Host Boroughs Endorse final versions of SFA specifications (YPLA/RPG and Apprenticeships)	3rd: ESF Steering Group 10th: GLE ESF Information Event tbc: Information events in each cluster area (Nov-Dec)		tbc: Information events in each cluster area (Nov-Dec)	ITT opens for Priority 1.2 – Provision for Young People NEET					