

# Young People's Education and Skills Operational Sub-Group

## AGENDA

**Chair:** Mary Vine-Morris      **Job title:** Director  
**Date:** 20 September 2013      **Time:** 10am – 12noon  
**Venue:** London Councils, meeting room 1  
**Telephone:** 020 7934 9779      **Email:** Anna-maria.volpicelli@londoncouncils.gov.uk

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|----------|--|-------|
| Item 1.  | Welcome, introductions and apologies   | MVM   |
| Item 2.  | Notes of the last meeting and matters arising<br>( <i>for agreement</i> )  | MVM   |
| Item 3.  | Policy Update<br>( <i>paper - for information</i> )  | NS    |
| Item 4.  | Raising the Participation Age<br>(a) Latest participation, NEET and 'not known' statistics<br>( <i>paper – for information</i> )<br>(b) Pan-London Leaver Notification Process<br>( <i>verbal update</i> ) | YB    |
| Item 5.  | Careers Advice and Guidance<br>(a) Ofsted review of careers guidance in schools<br>(b) Pioneering Careers Work in London<br>( <i>paper - for discussion</i> )  | YB    |
| Item 6.  | European Structural Investment Funds<br>( <i>paper – for decision</i> )  | MVM   |
| Item 7.  | Terms of Reference – revised<br>( <i>paper - for agreement</i> )   | JG    |
| Item 8.  | GLA Education Programme<br>( <i>verbal update</i> )  | JL/DG |
| Item 9.  | (a) YPES Board – draft agenda 15.10.13<br>(b) LA Forum – suggestions for agenda 23.10.13   | All   |
| Item 10. | Workplan Monitoring<br>( <i>paper – to note/comment</i> )  | MVM   |
| Item 11. | Any Other Business   | All   |

**Additional and optional** – Demonstration of Intelligent London Website      GP

**Date of next meeting: 15 November 2013, 10.00-12.00, meeting room 1, London Councils**

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# Young People's Education and Skills (YPES)

## Operational Sub-Group

<b>Date</b>	14 June 2013	<b>Venue</b>	London Councils
<b>Meeting Chair</b>	Mary Vine-Morris		
<b>Contact Officer:</b>	Neeraj Sharma		
<b>Telephone:</b>	020 7934 9524	<b>Email:</b>	<a href="mailto:Neeraj.sharma@londoncouncils.gov.uk">Neeraj.sharma@londoncouncils.gov.uk</a>

### **Attendance:**

#### **Members:**

Mary Vine-Morris (MVM) Chair	London Councils: YPES
Helen Richardson (HR)	LB Barking and Dagenham (Apprenticeships/ICYP)
Rachel Whittington (RW)	Education Funding Agency (EFA)
John Galligan (JG)	LB Brent (West Central Cluster/Vice-Chair OSG)
Ann Mason (AM)	Royal Borough of Kingston upon Thames (Chair of EFG)
Rob Atkins (RA)	LB of Islington (Chair of DAG Steering Group)
Diana Choulerton (DC)	LB Ealing (South West Cluster)
Lorraine Downes (LD)	City of Westminster (Central Cluster)
Trevor Cook (TC)	LB Havering (North East Cluster)
Alison Moore (AMO)	LB Hillingdon (North-West Cluster)
Negat Lodhi (NL)	National Apprenticeship Service (NAS)
Eamonn Gilbert (EG)	RB Kingston upon Thames (South West Cluster)
Debi Christie (DCR)	LB Bromley (Chair of LLDD)

#### **Officers**

Yolande Burgess (YB)	YPES
Neeraj Sharma (NS)	YPES

#### **Apologies**

Judith Smyth	Association of Colleges
Ruth Griffiths	LB Lewisham (South Cluster)
Jason Lever	Greater London Authority
Richard Tanton	Association of Schools & College Leaders
Vic Farlie	London Work-Based Learning Alliance
Andy Johnson	LB Enfield (North Cluster)

## **1 Welcome Introductions and apologies**

- 1.1 Mary Vine-Morris welcomed members to the meeting and introduced Rachel Whittington, the new Education Funding Agency (EFA) London representative. Apologies were noted; it was further noted that representatives from external stakeholders had been contacted about attendance and agenda items.
- 1.2 Rachel informed the group that the EFA was nearing the completion of an organisational restructure. The London team will be confirmed shortly and will be part of the Southern Territory. There will be more limited staffing resources and new ways of working; including a greater emphasis on 'self-service'.

## **2 Notes of the last meeting and matters arising**

- 2.1 MVM provided an update of YPES Board activities since the last OSG meeting. Following the decision by the Board to strengthen its membership in three areas, Cllr Peter John, Chair of the Board, invited representatives to join and all have accepted:
  - 2.1.1 Debbie Akehurst - representative for the LEP Skills & Employment Working Group.
  - 2.1.2 Jean-Paul Marks - Jobcentre Plus
  - 2.1.3 Dr Graeme Atherton - AccessHE (previously known as London Higher)
- 2.2 Political representation on the Board was also due to change as Cllr Patricia Bamford (London Councils' Liberal Democrat Lead for Children Services) had resigned as a councillor from Kingston and Cllr Andrew Harper (London Councils' Conservative Lead for Children Services) had stood down as lead member for children's services in Barnet. Their respective replacements for London Councils will be announced imminently.
- 2.3 The National Apprenticeship Service (NAS) had provided funding through London Councils to support 6 London Borough's to deliver enhanced employer engagement activity to lead to additional apprenticeship vacancies for 16-18 year olds. London Councils had been impressed by the volume and quality of the proposals it had received.
- 2.4 MVM proposed to close action point 113 as the activity is being monitored and reviewed by the Data Advisory Group (DAG). It was **agreed** to close this action point.

## **3 Policy Update**

- 3.1 NS provided an overview of the paper that outlined key changes affecting 14-19 policy since the last OSG meeting. In particular, the publication of the new Traineeship framework, research into risks of disengagement for young people, London labour market statistics and the latest London Councils' research.
- 3.2 OSG officers welcomed the introduction of Traineeships and the opportunity it offered young people, training providers and employers. However, concerns were raised at the limited awareness amongst key stakeholders of Traineeships since its announcement and the restriction imposed in the first year on providers that have a track record of delivering high performing 'traineeships type' programmes but who do not have an overall good or outstanding grade from Ofsted.
- 3.3 DC explained that the research into risks of disengagement for young people highlighted that more emphasis should be placed on understanding the reasons for disengagement as a starting point to identification, and that local authorities should not solely rely upon risk of NEET indicators (RONIs).
- 3.4 Members welcomed the update on forecasts up to 2036 for future jobs growth, industry types and skills-sets needed by young people in London.

**AP146: NAS to draw up a list of Traineeship providers and make this available to local authorities**

**AP147: Re-circulate links to the labour market reports identified in the policy update**

## **4 Raising the Participation Age**

### Developing a pan-London drop-out referral process

- 4.1 DC outlined the results of the feasibility study conducted in May-June 2013 that examined the possible development of a pan-London drop-out notification and referral

process. Whilst some concerns were raised, boroughs were overwhelmingly supportive of a pan-London system, with the majority confirming that it would be helpful to include a facility for notification of those at risk of disengaging ('wobblers') as well as those who had left learning.

- 4.2 The sub-regional data units were also consulted on the possible development of a pan-London process. They identified practical challenges that would need to be considered and addressed before a process could be agreed:
  - 4.2.1 When drop-out information is received a matching process takes places before the information is entered to the local case management database. The potential impact on different ways of working across local authorities and sub-regional units would need to be carefully considered.
  - 4.2.2 The use of encrypted spread sheets to transfer information was unlikely to be sufficiently secure. A system/format would be needed that was secure and compatible with all local authority IT systems. A common portal for all providers to upload information was seen as desirable but where the data went for initial matching would need to be resolved.
  - 4.2.3 It was not yet known how much drop-out information would be received on a monthly basis and whether or not this was an increase on existing volumes of information.
- 4.3 Some initial concerns were expressed that a pan-London process would duplicate local systems or approaches that had been developed. The feasibility study identified a number of areas where locally agreed arrangements could benefit from a more coherent regional approach, for example, ensuring all providers were supplying information on a more regular basis.
- 4.4 The study also found that good practice had been developed and a number of boroughs offered example data sharing agreements. A letter to local providers about the duty and a local notification form were also offered and collected.
- 4.5 The Director for the Association of Colleges London region and the Chair of the London Work-based Learning Alliance both expressed support for the idea and were keen to engage. However, a mechanism to raise awareness amongst schools was needed.
- 4.6 Borough officers expressed their support for the continued development of the process but stated that agreement from Director's of Children's Services was needed to ensure pan-London support. It was **agreed** that DC would present the study findings and consult on options for taking the process forward at the 14-19 Leads conference on 4 July.

**AP148: Consultation on Pan-London drop out referral system to be ready prior to 4 July 14-19 Leads meeting**

Participation report

- 4.7 The most recent data for young people NEET, participating and activity not known was presented.
- 4.8 The percentage of young people aged 16-18 NEET in London now stood at 4.5 per cent (a marginal decrease of 0.1 per cent on the previous month), which was below the national average of 5.6 per cent.
- 4.9 In addition, the number of young people in London that were participating in education and training in 2012 was 89 per cent. An improvement of 2.9 per cent compared with 2011 participation levels; London's participation was also 1.1 per cent above the national figure.
- 4.10 Concerns regarding fluctuating and increasing activity not known figures were discussed. YB noted that participation and activity to address not known figures will be raised at the July YPES Board meeting.

## **5 Agenda for 14-19 Leads (4 July) and YPES Board (9 July)**

- 5.1 MVM presented the draft agendas' for the Leads conference and the YPES Board. Officers discussed the relevance of items and whether they merited inclusion. It was recommended that, given the need for the drop-out process to be in place (ideally) by September, it should be an agenda item at both events given the different target audiences. Officers also agreed that the Leads conference was an opportunity to discuss the new Ofsted framework to inspect local authority school improvement arrangements.
- 5.2 AM recommended that part of the European Social Fund item at the Leads conference could be used to highlight learning from boroughs involved in delivering preventative NEET programmes.
- 5.3 LD confirmed that Westminster had launched the employability passport and would be presenting to the YPES Board. The employability passport has been designed to collect evidence of a young person's work experience and skills in one document that could be shown to prospective employers. It is designed to ensure that companies have an overall view of a young person's abilities.

**AP149: YPES Board agenda and 14-19 Leads conference programme to be amended taking into account feedback from members**

**AP150: MVM and AM to discuss separately ESF item for Leads conference**

## **6 Feedback from YPES Review**

- 6.1 MVM thanked all officers that participated in the YPES Stakeholder Survey conducted in April 2013. Responses were positive and provided a steer on the key areas stakeholders would like the team to focus on for 2013-14; subsequent work with Chairs of the sub-groups had refined these as priorities for the existing subgroup structure. The top priorities for the subgroups for the year ahead were:
  - 6.1.1 Improving Choices for Young People subgroup – improving Careers Information, Advice and Guidance.
  - 6.1.2 External Funding Group - improving data sharing.
  - 6.1.3 Data Advisory Group – supporting collecting and sharing of participation data.
  - 6.1.4 Learners with Learning Difficulties and/or Disabilities subgroup – establishing structure and governance.
- 6.2 DC requested that the survey question 'what should YPES do more or less off?' should, in the future, include information on the current resource allocation to the various workstreams.
- 6.3 MVM confirmed that the Apprenticeship subgroup would shortly come under the remit of the YPES team. Helen Crumley would be the lead YPES officer to support the subgroup; the top priority for the subgroup would be supporting implementation of the NAS 16-18 Action Plan.

## **7 OSG terms of reference and relationship with YPES Board**

- 7.1 OSG officers agreed to the review of the Terms of Reference (ToR) to reflect the current activity of the group and new education landscape.

**AP151: Chair and Vice-Chair to review ToR prior to next meeting**

## **8 Work plan monitoring**

- 8.1 The YPES team provided a summary update to OSG members on the key work strands.
- 8.2 NAS and the Association of Employment and Learning Providers had announced details of the lead organisations that were to be funded by the Apprenticeship Application Support Fund. Additionally, working with the Education and Employers Taskforce, NAS had invited proposals from organisations interested in delivering employability 'boot camps' for apprenticeships aimed at 16 to 18 year olds. The offer was available nationally and was co-ordinated and communicated through a different mechanism to regional offers.
- 8.3 The LEP had agreed additional funding to increase the Apprenticeship Grant for Employers (AGE) to £3,000 (previously £1,500) for apprentices taken on through this route (same eligibility criteria applies). London employers are being targeted however students are not required to be from London.
- 8.4 The deadline to apply for the 16-19 Demographic Growth Capital Fund (DGCF) was Tuesday 30 April 2013. Announcements of successful applicants is due by the end of summer.

**AP152: EFA to provide an update re: Demographic Growth Fund results.**

## **9 AOB**

- 9.1 TC explained that Havering Council had been contacted by several local learning providers about changes to the recruitment of 14–16 year olds on to courses. Queries were very specific and technical about the changes as well as process. RW advised local authorities to direct these calls to the EFA.
- 9.2 OSG officers requested that meeting papers, in the future, were all contained within one document to aid ease of viewing on electronic devices and for printing.

**AP153: Future OSG and YPES papers to be available online as a single document**

**Date of next meeting: 20 September 2013, 10.00-12.00, meeting room 1, London Councils.**

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### Action Points from Operational Sub-group 2013-14

Action Point No.	Meeting Date	Action Point Description	Owner(s) - lead in bold	Review Date	Actions Taken	Open / Closed
113	20.4.12	Progress report to be presented following discussions between DAG and the Data Service	<b>YB</b>	1.6.12	Following DAG representation to the Learning Records Service, LRS is considering in more detail how access to ULNs/PLRs can be given to local authorities and the associated contractual requirements	<b>Closed</b>
146	14.6.13	NAS to make list of providers for Traineeships available to LA's	<b>NL</b>	20.9.13	Link of eligible providers circulated in Leads post mtg note 5.7.13. Delivery organisations available from September 2013	<b>Closed</b>
147	14.6.13	Re-circulate links to the labour market reports identified in the policy update.	<b>AMV</b>	20.9.13	YPES post meeting note 17.6.13	<b>Closed</b>
148	14.6.13	Consultation on Pan-London drop out referral system to be ready prior to 4 July 14-19 Leads meeting	<b>YB</b>	20.9.13	Proposal presented to 14-19 Leads on 4 July	<b>Closed</b>
149	14.6.13	YPES Board agenda and 14-19 Leads Conference programme to be amended taking into account feedback from members	<b>YPES</b>	20.9.13	Amended for sign off by Chair and Vice Chair	<b>Closed</b>
150	14.6.13	MVM and AM to discuss separately ESF item for Leads Conference	<b>MVM/AM</b>	20.9.13	Telecon arranged for 24.6.13	<b>Closed</b>
151	14.6.13	Chair and Vice-Chair to review ToR prior to next meeting	<b>MVM/JG</b>	20.9.13	Meeting arranged and proposals to be signed off at next meeting	
152	14.6.13	EFA to provide an update re: Demographic Growth Fund	<b>RW</b>	20.9.13	Individual authorities notified w/c 15/7	<b>Closed</b>
153	14.6.13	Future OSG and YPES papers to be available online as a single document	<b>AMV</b>	20.9.13	To be implemented for next meetings (9.7.13 & 20.9.13)	<b>Closed</b>

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# Young People's Education and Skills Operational Sub-Group

## Policy Update

Item No: 3

**Date:** 20 September 2013

**Contact:** Neeraj Sharma

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<b>Summary</b>	This paper outlines the key changes affecting 14-19 policy since the last OSG meeting.
<b>Recommendation</b>	OSG members are asked to note the information in this paper.

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## 1 Background

- 1.1 This paper outlines the key policy statements, consultations, changes and interest items in relation to 14-19 education and training which have occurred since the last OSG meeting.

## 2 GCSE and A level results

- 2.1 National results information published by the Joint Council for Qualifications has shown an overall decline of GCSE exam entries awarded top grades, for the second year in a row. About two-thirds of exam entries were graded between an A\* and a C - a fall on last year. The proportion of entries getting an A\* or an A fell from 22.4 per cent to 21.3 per cent.
- 2.2 Data also show more pupils are taking exams early (particularly in maths and English), a rise in re-sits and teenagers being entered for more than one exam in the same subject.
- 2.3 In addition, there has been a fall in the proportion of A-levels awarded top grades for the second year in a row, after years of steady increases. Just over a quarter of exam entries - 26.3 per cent - were given A or A\* grades, a slight fall on 2012's figure of 26.6 per cent. The results show more students are opting to do A levels in maths and science and that there is a continued fall in those taking some modern foreign languages; French and German were down by 10% and 11% respectively.
- 2.4 On 17 October, the Department for Education (DfE) will publish provisional GCSE and equivalent results and A level and other level 3 results. Analysis of the results for London will be provided by London Councils.

### 3 A Consultation on Funding Reform for Apprenticeships in England<sup>1</sup>

- 3.1 Earlier this year, the government publically endorsed the recommendations of Doug Richard's independent 'Review of Apprenticeships' that looked at how Apprenticeships in England can meet the needs of the changing economy. At the heart of the Richard's recommendations is that control of Apprenticeships should be placed more firmly in the hands of employers and that all Apprenticeships should be rigorous and responsive to their needs. The way that Apprenticeships are funded underpins this vision.
- 3.2 On 25 July 2013, the government released 'A Consultation on Funding Reform for Apprenticeships in England' which puts forward three options to continue the government's investment in Apprenticeships. The objective is to create a simple system 'which works for all users', dispensing with the complexity of government set funding rates. The government seeks to position employers firmly as the customer of Apprenticeship training. Giving employers control of government investment and securing employer co-investment is seen by Government as crucial in raising employer engagement and investment in high-quality, highly-valued Apprenticeships.
- 3.3 The consultation seeks views on the three ways of delivering funding reforms put forward by Doug Richard:
  - 3.3.1 **Direct Payment Model:** Businesses register Apprentices and report claims for government funding through a new online system. Government funding is then paid directly into their bank account.
  - 3.3.2 **PAYE Payment Model:** Businesses register Apprentices through a new online system. They then recover government funding through their PAYE return.
  - 3.3.3 **Provider Payment Model:** Government funding continues to be paid to training providers, but they can only draw it down when they have received the employer's financial contribution towards training.
- 3.4 All of the proposed models follow the same core principles:
  - 3.4.1 *The employer is the customer:* Positioning the employer as the customer increases providers' incentives to respond to businesses' needs. Central to this is giving employers control of government funding for Apprenticeships.
  - 3.4.2 *The employer co-invests:* Employers already make a significant contribution to Apprenticeships – they provide management and support to apprentices and pay their wages. By additionally making a direct financial contribution towards training purchased from providers, employers have stronger incentives to demand relevant, high-quality training of good value.
  - 3.4.3 *Government does not set the price of training:* Freeing the price of training from public control and having it determined between employers and providers will help prioritise learning that delivers most value. Government should fund a proportion of this price – up to a maximum per apprentice, which is likely to vary by sector.
  - 3.4.4 *Payment on results:* Government funding is linked to the achievement of the Apprenticeship, which will be assessed by an approved body. This provides strong incentives for employers to ensure that individuals succeed.
- 3.5 London Councils will submit a response to the consultation, signed off by the Executive Member for Children and Young People. Views of key partners including local authorities, employers, colleges and training providers have been sought through the Apprenticeship sub-group. A short [Survey Monkey questionnaire](#)<sup>2</sup> is also live; this will provide an opportunity for views from all parties to be gathered to shape the consultation response.

#### **4 Ofsted review of careers guidance in schools<sup>3</sup>**

- 4.1 Since September 2012, schools have been legally responsible for securing access to independent and impartial careers guidance for all their students in years 9 to 11. Ofsted inspectors visited 60 secondary schools and academies between December 2012 and March 2013 to evaluate how well this new duty is being carried out.
- 4.2 On 10 September, Ofsted published its review of careers guidance in schools. The government also published its response to the inspectorate's recommendations on the same day.
- 4.3 The Ofsted review highlights that the arrangements for careers guidance in schools are not working well enough due to a number of reasons including a lack of understanding about the new duty, lack of investment and resources into careers guidance and usefulness and awareness of the National Careers Services website for young people.
- 4.4 The government published an action plan to address the challenges identified by Ofsted. Most notably, over the coming months the government will be re-contracting the National Careers Service for October 2014 and is likely to reshape and reprioritise what is available for young people, schools and employers.

#### **5 Ofsted Free School inspections<sup>4</sup>**

- 5.1 Across England, there are 174 Free Schools now open with some in operation since 2011. These schools form part of the education system and are directly accountable to the Secretary of State. More Free Schools are set up in London than any other region, 58 in total (34 per cent).
- 5.2 In line with school inspections, Ofsted has now begun to inspect Free Schools and recently announced the judgements of the first 24 schools inspected, with three-quarters rated 'good' or 'outstanding' by Ofsted. A breakdown of the judgements are:
  - 5.2.1 4 were rated 'outstanding'
  - 5.2.2 14 were rated 'good'
  - 5.2.3 5 were rated 'requires improvement'
  - 5.2.4 1 was rated 'inadequate'
- 5.3 These judgements cover Free Schools that were inspected across England. In total, nine schools inspected were in London and their judgements were as follows: three 'outstanding' (ARK Atwood Primary Academy, ARK Conway Primary Academy, Canary Wharf College), and six 'good' (Aldborough E-ACT Free School, Eden Primary School, Etz Chaim Jewish Primary School, St Luke's Church of England Primary, West London Free School, Woodpecker Hall Primary Academy).

#### **6 Ofqual, corporate plan 2013-2016<sup>5</sup>**

- 6.1 On August 9, exams regulator Ofqual published its Corporate Plan setting out the organisation's aims and commitments until 2016. The Plan reflects government decisions to reform GCSEs, AS levels and A levels in England, with the first of the new qualifications to be first examined in summer 2017, and details how Ofqual will implement the proposed reforms.
- 6.2 To ensure qualifications are of the right standard and that the qualification system works well so that those who take or rely on qualifications can have confidence in them, Ofqual's plan lists over 40 actions needed to implement the government's qualification reform programme over the next few years.

- 6.3 The 2013-16 plan sets out Ofqual's intention to:
- 6.3.1 Implement reforms to GCSE, AS and A levels and improvements to the quality of key vocational qualifications
  - 6.3.2 Drive improvements to the standards of examinations and other assessments in key qualifications by using new regulatory tools and approaches
  - 6.3.3 Consult in the autumn on standard setting for new GCSEs and the development of a national sample reference test to aid standard setting for GCSEs in future
  - 6.3.4 Overhaul the appeals process for GCSE, AS and A level
  - 6.3.5 Provide new information to schools to enable them to compare exam boards, and to help people to select the right vocational qualification for them
  - 6.3.6 A new focus on national assessments, in the light of the current government consultation on changes to primary accountability and assessment'.
  - 6.3.7 Put in place a new focus on the cost of qualifications.
- 6.4 The enormous scale of change for qualifications and exams over the next few years is brought home through the plan. Changes to A levels are likely to be particularly wide-ranging.
- 6.5 In a recent letter to the Secretary of State for education<sup>6</sup>, Ofqual's Chief Regulator noted that, following the exam boards review<sup>7</sup> of whether the current subject content of the most popular A levels support progression to higher education, the content was deemed fit for purpose in *only two* subjects. Those subjects deemed to require major change will become the responsibility of a new organisation, the A-level Content Advisory Body, established by the Russell Group of universities.
- 6.6 The letter also confirms that GCSE reform for subjects other than English and maths will be delayed to allow further time to ensure that the new qualifications are developed properly.

## **7 Abandoned Ambition? The need to support struggling school leavers<sup>8</sup>**

- 7.1 The Prince's Trust has published research that finds young people who leave school with few qualifications are more likely to scale down their aspirations for the future. The Trust is calling for more vocational support for those leaving school with few qualifications, to help them into jobs
- 7.2 Based on an online poll in June and July this year, with responses from 2,342 young people (aged 16-25), it found that:
- 7.2.1 34% of those leaving school with fewer than 5 GCSEs graded A\*-C believe they will end up on benefits for at least part of their lives
  - 7.2.2 One in five young people claim they have abandoned their ambitions due to their poor qualifications.
  - 7.2.3 Young people with few qualifications are almost twice as likely as their peers to believe that they will never amount to anything.

London Councils has been lobbying government to improve the education pathway options available to all young people. Young people need a variety of both academic and vocational options to be able to choose an appropriate pathway that is best suited to their needs and career choices. A core part of London Councils lobby is ensuring all young people, from year 8 upwards, have access to face-to-face independent and impartial careers guidance.

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- 1 [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/223919/bis-13-1071-funding-reform-for-apprenticeships-in-england.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/223919/bis-13-1071-funding-reform-for-apprenticeships-in-england.pdf)
  - 2 <http://www.surveymonkey.com/s/7SBHNZK>
  - 3 <http://www.londoncouncils.gov.uk/London%20Councils/LondonsSkillsChallengeMeetingLondonsSkillsGaps.pdf>
  - 4 <https://www.gov.uk/government/news/three-quarters-of-free-schools-rated-good-or-outstanding-by-ofsted-at-first-inspection>
  - 5 <http://ofqual.gov.uk/files/2013-08-09-corporate-plan-2013-16.pdf>
  - 6 <http://ofqual.gov.uk/files/2013-09-06-letter-to-SoS-GCSE-and-a-level-reform.pdf>
  - 7 <http://ofqual.gov.uk/files/2013-09-06-smith-review-of-specification-content-july-2013.pdf>
  - 8 <http://www.princes-trust.org.uk/pdf/abandoned-ambitions-web-Aug2013.pdf>

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# Operational Sub Group (OSG)

## Latest participation, NEET and 'not known' statistics

Item no: 4(a)

**Date:** 20 September 2013

**Contact:** Glyn Parry

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### 1 16 - 18 Academic Age Summary (July 2013 – latest available from [NCCIS](#)<sup>1</sup>)

The latest not in education, employment or training (NEET) percentage for London is 5.0% (a 0.2% increase on the previous month), which is below the national average of 6.6%. The current percentage of young people whose participation status is 'not known' is 7.0% which is considerably lower than the national average of 12.7% (see 1.1).<sup>2</sup>

The three month average comparison between 2012/13 and 2011/12 shows a slightly higher NEET percentage than last year, but an improvement in performance in terms of 'not known' figures (see 1.2 and 1.3). The percentage of 16-18 year olds who are NEET and not known varies significantly by borough, ranging from under 2% to over 8% and under 2% to over 15% respectively (excluding the City of London) (see 1.4 and 1.5).

#### 1.1 Volume and percentage of 16-18 year olds who are participating in education, employment or training (EET), not in education, employment or training (NEET) and 'not known'

Region	Adjusted EET	Adjusted NEET	% NEET	16-18s not known	% 16-18s not known
England	1,489,159	104,459	6.6%	216,947	12.6%
London	225,156	11,777	5.0%	17,393	7.0%

#### 1.2 Percentage of 16-18 year olds who are NEET for the past three months for 2012/13 and 2011/12<sup>3</sup>

Region	2012-13				2011-12			
	May-13	Jun-13	Jul-13	Ave	May-12	Jun-12	Jul-12	Ave
England	5.9%	6.0%	6.6%	6.1%	5.9%	5.9%	6.3%	6.0%
London	4.8%	4.8%	5.0%	4.9%	4.6%	4.5%	4.6%	4.5%

#### 1.3 Percentage of 16-18 year olds whose participation status is 'not known' for the past three months for 2012/13 and 2011/12<sup>4</sup>

Region	2012-13				2011-12			
	May-13	Jun-13	Jul-13	Ave	May-12	Jun-12	Jul-12	Ave
England	7.2%	7.2%	12.6%	9.0%	8.9%	8.9%	11.0%	9.6%
London	7.6%	7.4%	7.0%	7.3%	9.7%	8.3%	7.9%	8.6%

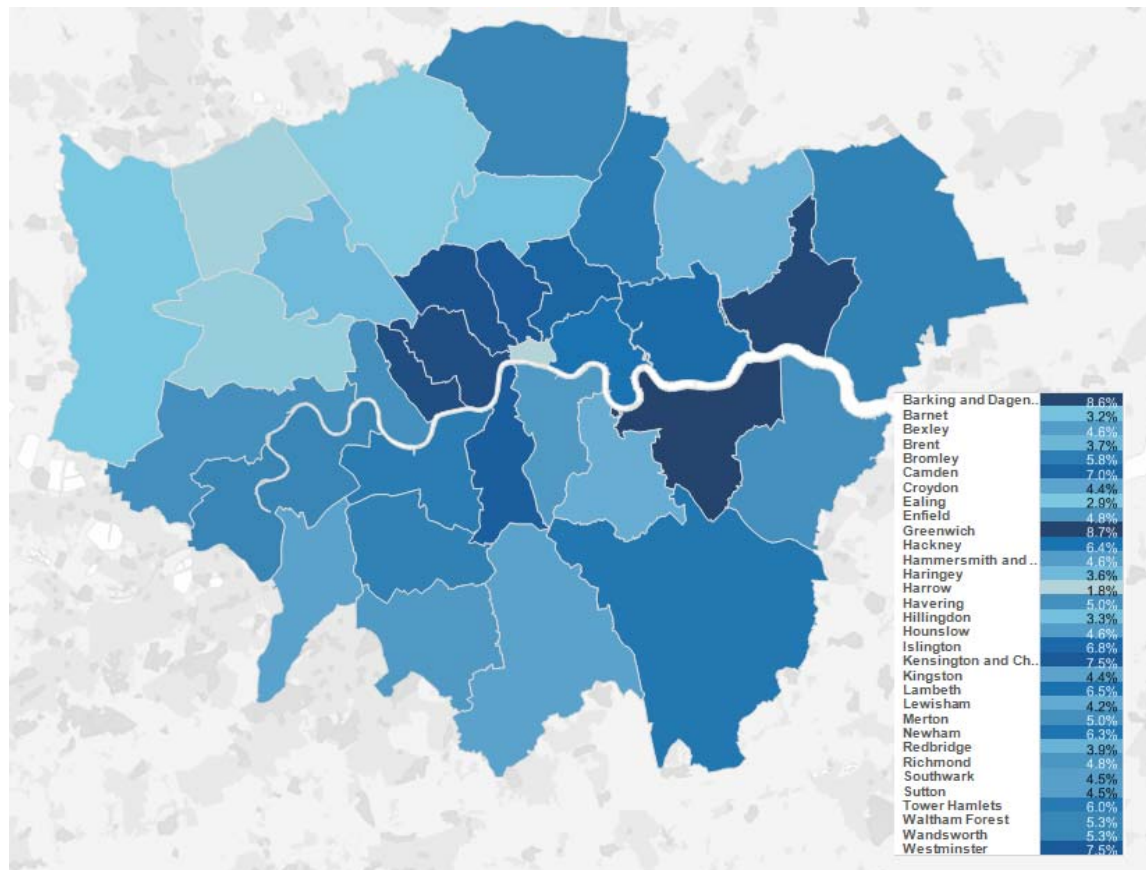
<sup>1</sup> The [National Client Caseload Information System](#) (NCCIS) is a gateway for local authorities to access and submit performance data and information to the Department for Education regarding the participation of 16-18 year olds in education, employment and training.

<sup>2</sup> The end of year (December 2012) NEET percentage was 4.7% and the 'not known' percentage was 11.6%. Further details can be found [here](#).

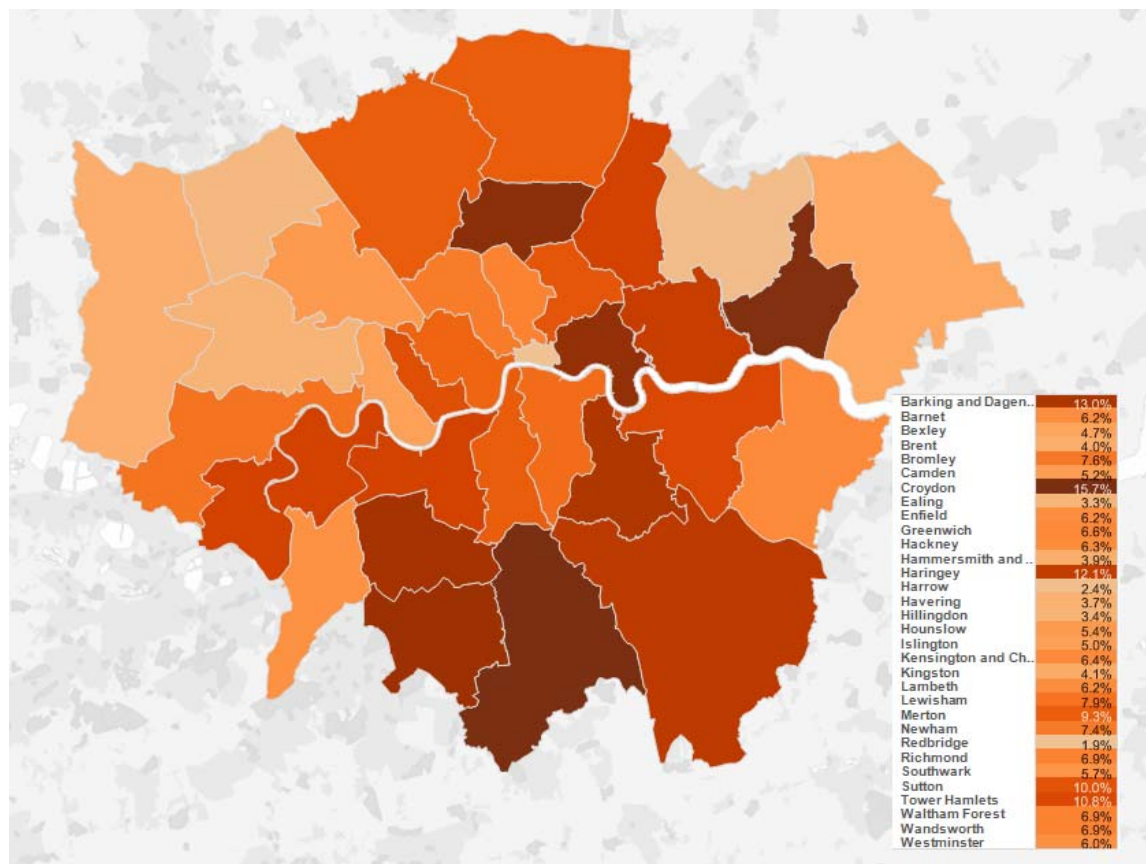
<sup>3</sup> The three month average is the national measure for NEET used by the Department for Education.

<sup>4</sup> The three month average is the national measure for NEET used by the Department for Education.

#### 1.4 16-18 year olds NEET by London Borough



#### 1.5 16-18 year olds 'not known' by London Borough



## 2 16 – 17 Participation in Education and Training (March 2013 – latest available from the [Department for Education website](#)<sup>5</sup>)

On 4 July the Department for Education (DfE) published 16 and 17 year old participation data that highlights where participation is rising, static or falling. The data also provides a breakdown of participation by type of establishment, age, gender and ethnic group.

London's participation in March 2013 was 91.0% and has improved by 2.2% in the last 12 months; London's participation is also 1% above the national figure (see 2.1). The majority of 16 and 17 year olds in London (89.0%) are participating in full time education and training which is 5.2% higher than the national figure, although a lesser proportion are participating in Apprenticeships and employment with training than nationally (see 2.2). The percentage participating at 16 in London is higher than those participating at 17 by 2.8%, and participation levels are higher amongst females (see 2.3).

### 2.1 Participation percentage over time<sup>6</sup>

Region	Mar 2012	Jun 2012	Dec 2012	Mar 2013	%pt change in last 12 months	
England	87.7%	87.3%	87.9%	88.9%	1.2%	↑
London	88.8%	89.6%	89.0%	91.0%	2.2%	↑

### 2.2 Participation percentage by type of activity

Region	Proportion of 16 and 17 year olds recorded as participating in:				
	Full time education and training	Apprenticeship	Employment with training	Other	Total
England	83.8%	3.6%	0.8%	0.7%	88.9%
London	89.0%	1.5%	0.1%	0.3%	91.0%

### 2.3 Participation percentage by age and gender

Region	% 16 year olds recorded as participating in education or training			% 17 year olds recorded as participating in education or training		
	Female	Male	Total	Female	Male	Total
England	93.2%	91.4%	92.2%	87.1%	84.2%	85.7%
London	93.5%	91.4%	92.4%	91.1%	88.1%	89.6%

## 3 16-24 Quarterly Brief Summary (August 2013, Quarter 2 – latest available from the [Department for Education Statistical First Release](#))<sup>7</sup>

Both the volume and percentage of 16-24 year olds who are NEET in Quarter 2 of 2013 in London have decreased since Quarter 1, and are lower than the same quarter last year (see 3.1 table). The London NEET percentage is now below the national figure by 2.1%, which had risen above the national average in quarters 3 and 4 last year for the first time since 2009 (see 3.1 line graph).

<sup>5</sup> The Department for Education (DfE) uses information from the Client Caseload Information System to estimate the number and proportion of young people participating in different types of education and training in each local authority area. The figures are intended to support local authorities to track their participation performance and their progression to achieving their Raising the Participation Age (RPA) goals.

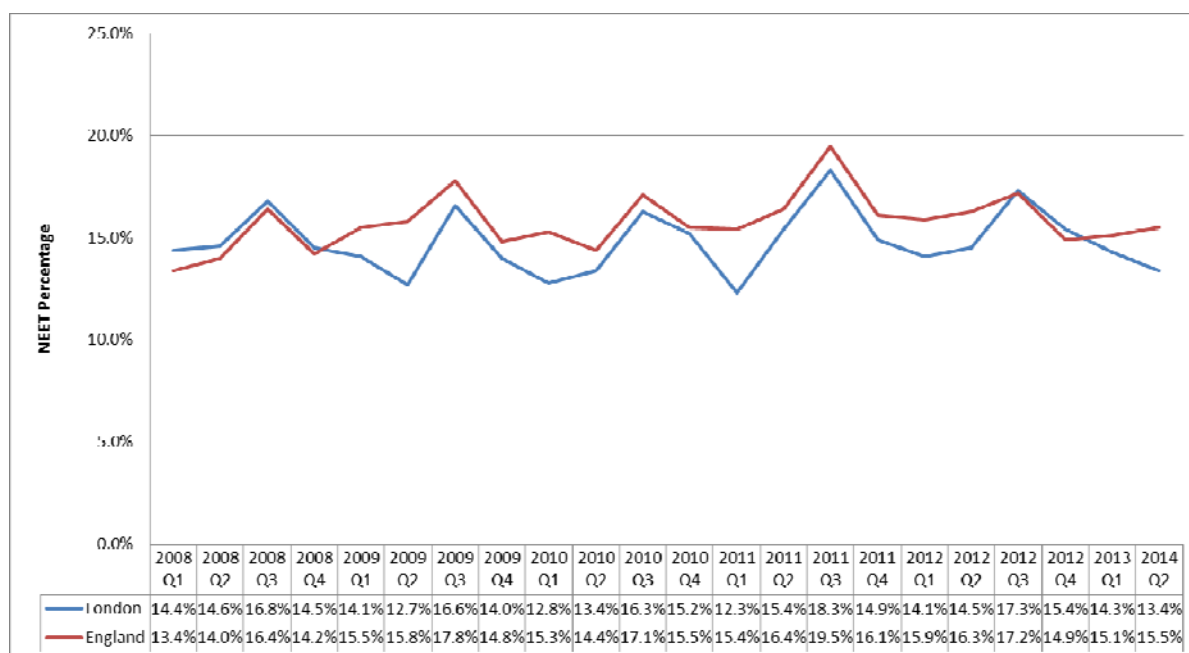
<sup>6</sup> Times series used in this table is determined by the Department for Education and represents a 12 month period.

<sup>7</sup> The 16-24 Quarterly Brief Summary combines the latest 16-18 NEET statistics with the [Labour Force Survey](#) to create a profile of the NEET 16-24 age group.

The percentage of 18-24 year olds and 19-24 year olds who are NEET in Quarter 2 of 2013 in London has decreased since Quarter 1 and is lower than the same quarter last year. Both the London NEET rate for 18-24 and 19-24 year olds are below the national average by 2.2% (see 3.2 and 3.3).

### 3.1 Number of 16-24 year olds NEET

Region	Year (Quarter 2)							
	2010		2011		2012		2013	
	Volume	%	Volume	%	Volume	%	Volume	%
England	868,000	14.4%	991,000	16.4%	986,000	16.3%	935,000	15.5%
London	116,000	13.4%	134,000	15.4%	130,000	14.5%	119,000	13.4%



### 3.2 Number of 18-24 year olds NEET

Region	Year (Quarter 2)							
	2010		2011		2012		2013	
	Volume	%	Volume	%	Volume	%	Volume	%
England	769,000	16.2%	893,000	18.6%	891,000	18.4%	852,000	17.8%
London	103,000	14.4%	124,000	17.5%	119,000	16.4%	113,000	15.6%

### 3.3 Number of 19-24 year olds NEET

Region	Year (Quarter 2)							
	2010		2011		2012		2013	
	Volume	%	Volume	%	Volume	%	Volume	%
England	669,000	16.4%	801,000	19.3%	791,000	18.8%	767,000	18.3%
London	92,000	14.6%	113,000	17.7%	109,000	16.6%	105,000	16.1%

# Young People's Education and Skills Operational Sub-Group

## Careers Advice and Guidance

Item No: 5

**Date:** 20 September 2013

**Contact:** Yolande Burgess

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### Summary

On 10 September Ofsted published its review of careers guidance in school from September 2012. The government published its response to the inspectorate's recommendations on the same day.

This paper summarises the findings and recommendations from the review and notes aspects of the government's response, particularly commitments that address previous London Councils calls for improvements to careers guidance for young people.

The paper also makes reference a recent London Councils publication that highlights the importance of strong leadership and governance for the effective delivery of good careers guidance.

### Recommendation

OSG members are asked to:

- note the information in this paper;
- promote the London Councils publication *Pioneering Careers work in schools and colleges: a framework for leadership and delivery of careers work in schools and colleges*.

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## 1 Background

- 1.1 Prior to changes in legislation for careers guidance, the government asked Ofsted to carry out a thematic review of careers guidance once schools took up responsibility for the delivery of independent and impartial guidance in September 2012.
- 1.2 Ofsted inspectors visited 60 secondary schools and academies (4 of which are based in London<sup>1</sup>) between December 2012 and March 2013 to evaluate how well the new duty was being carried out. Its report, [Going in the right direction? Careers guidance in schools from September 2012](#) includes recommendations for government, schools, employers and employer networks, the National Careers Service and local authorities.
- 1.3 The government committed to publishing its response to both the National Careers Council report [An aspiration nation](#), published in June 2013, and the Ofsted thematic review at the same time.

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<sup>1</sup> [Going in the right direction? Careers guidance in schools from September 2012](#) Annex: schools visited

## **2 Ofsted key findings and recommendations**

2.1 The review highlights that the arrangements for careers guidance in schools are not working well enough. The key findings raise a number of concerns:

2.1.1 Only one in five schools were effective in ensuring that all its students in years 9, 10 and 11 were receiving the level of information, advice and guidance they needed to support decision-making.

2.1.2 Too few of the schools visited had adequate arrangements to provide an individual careers guidance interview by a qualified external adviser to all the students that needed one.

2.1.3 Not enough of the schools visited worked well with local authorities to support their more vulnerable students in making choices, including those who had special educational needs or who were disabled.

2.1.4 In the weakest provision, teachers were often required to deliver careers guidance in tutorials and assemblies but they had not had sufficient training or briefing on the range of career options available.

2.1.5 Very few schools were aware that the National Careers Service could provide local and national labour market information as well as updated information on the full range of further and higher education provision and vocational training, including apprenticeships.

2.1.6 Links between careers guidance and local employment opportunities were weak.

2.1.7 The extent to which schools promoted opportunities available at other providers, including vocational training and apprenticeships, varied considerably. The promotion of other post-16 options was particularly weak in many 11 to 18 schools.

2.1.8 Only just over a third of the 43 individual careers guidance interviews observed by inspectors were conducted well enough.

2.1.9 About four out of five schools visited did not evaluate the quality of their careers guidance effectively.

2.1.10 Not all the schools visited had accurate and complete data on students' actual destinations and too few of these schools were using destination data well to analyse the range of further and higher education and training opportunities taken up by their students.

2.2 Importantly, the review also notes that a small number of the schools visited demonstrated that it is possible for any type of school to provide very effective careers guidance, and identifies that in these schools, leaders and governors had made careers guidance a high strategic priority.

2.3 Ofsted has made four recommendations to schools:

2.3.1 develop and implement a clear strategy for careers guidance and ensure that they make good use of the National Careers Service resources, well-trained staff, careers guidance professionals, employer networks, and local colleges and other providers to ensure that students are well supported in making decisions about their career pathways

2.3.2 use destination data on students' progression after leaving school or transferring to Year 12 in their sixth form to monitor the choices made by students at the end of Year 11 and Year 13; schools should work with local



authorities to monitor the destinations of students who have special educational needs or who are disabled

- 2.3.3 ensure that every school governing body has an employer representative, and that the vocational route, including apprenticeships, is given equal status to the academic route, for example, by fostering greater links with employers so that young people and their parents/carers are exposed to a wider range of career options
- 2.3.4 promote the wider range of progression routes available at further education colleges, independent learning providers, and communities and skills providers.
- 2.4 Additionally, Ofsted has made a number of recommendations to other bodies:
  - 2.4.1 the government should provide clear and more explicit guidance to schools and ensure that information on students' destinations is complete and accurate, so that schools can evaluate the impact of the support and advice they give their students
  - 2.4.2 employers and employer networks, such as local enterprise partnerships and chambers of commerce, should work with the National Careers Service to facilitate links between employers, and provide more detailed information to schools and careers guidance professionals on local job options, business developments and local skills shortages
  - 2.4.3 the National Careers Service should have an increased role in ensuring that external careers guidance professionals and school staff are updated frequently on the full range of post 16 provision; and that it market its services more effectively to all young people aged 13 to 18 and review the accessibility of their website for young people
  - 2.4.4 local authorities should ensure that all vulnerable young people are involved in a wide range of career guidance activities, so that they can make informed and appropriately challenging decisions about the next stage of their education and training
  - 2.4.5 Ofsted should ensure that inspectors take greater account of the quality of careers guidance and of students' destinations in judging the effectiveness of a school's leadership and management.
- 2.5 London Councils' *Pioneering careers work in London* highlights the critical importance of solid governance and leadership in the provision of comprehensive careers guidance and education. It is therefore reassuring that the Ofsted review clearly found that where leaders and governors make careers guidance a high strategic priority, schools can deliver very effective careers guidance.

### **3 Government response**

- 3.1 The government has produced a [Career guidance action plan](#) in response to the recommendations from Ofsted's thematic Review and the National Careers Council's report. Additionally, Skills Minister Mathew Hancock set out the government's position on careers guidance through an [Inspiration vision statement for careers](#).
- 3.2 In response to the specific recommendations to government and the National Careers Service, the plan sets out a commitment to:
  - 3.2.1 revise the guidance it provides to schools and colleges. Due out in the autumn, the new guidance will be even clearer about what constitutes excellent careers guidance. It will ensure schools are focused on having high aspirations for their pupils

- 3.2.2 improve the information about where pupils go on to after they finish their GCSEs and A levels (destination measures). It will give schools and colleges more information to assess the effectiveness of their careers guidance
- 3.2.3 improve and extend the activities of the National Careers Service to give young people a greater understanding of the full range of options available to them; facilitate local networks to bring employers, schools, charities and social enterprises together; and improve the careers resources that are available to support schools.
- 3.3 The response highlights that over the next few months the government will be re-contracting the whole National Careers Services for October 2014 to reshape and reprioritise what is available for young people, schools and employers.
- 3.4 Responses to the the National Careers Councils recommendations to extend the remit of the National Carers Service support the response to the Ofsted recommendation.
- 3.5 The action plan also notes that Her Majesty's Chief Inspector has already confirmed that inspectors will give careers guidance a higher priority in school inspections from September 2013.

#### **4 Recommendations**

- 4.1 OSG members are asked to:
  - 4.1.1 note the information in this paper;
  - 4.1.2 promote the London Councils publication Pioneering Careers work in schools and colleges: a framework for leadership and delivery of careers work in schools and colleges.



# YPES – Operational Sub-Group

## European Structural Investment Funds

(European Social Fund and European Regional Development Fund)

Item no: 6

**Report by:** Peter O'Brien      **Job title:** Regional Commissioning Manager

**Date:** 1 October 2013

**Telephone:** 020 7934 9743      **Email:** [peter.obrien@londoncouncils.gov.uk](mailto:peter.obrien@londoncouncils.gov.uk)

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<b>Summary</b>	This paper provides the OSG with the latest information about the next round of European funding, including the role of the London Enterprise Panel. It invites discussion and guidance on priorities and programmes to be taken forward.
<b>Recommendations</b>	The OSG is invited to discuss the LEP's ESIF investment priorities for young people, to comment on the revised priority age-range, suggest the programme areas that should be taken forward and express its preference on the approach to consultation.

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## 1 Background and Introduction

- 1.1 In line with the European Union (EU) Budget, European Structural Investment Funds (ESIF) follow a seven year cycle and the next cycle will be for 2014 – 2020. To date, EU Structural Funds have concentrated on promoting social cohesion (closing the disparities between deprived and more prosperous regions of the EU and providing support to disadvantaged people), but in the next cycle the emphasis will be on supporting growth.
- 1.2 Although the government will run a national programme, the new cycle will see a further major departure within the UK. Whereas in previous cycles most of the EU Structural Funds have passed through national Co-Financing Organisations (CFOs) for the delivery of nationally-commissioned programmes, the 2014-2020 cycle will see Local Enterprise Partnerships in the driving seat – the London Enterprise Panel (LEP) fulfils this function for the capital and, consequently, is being given more control over policies, strategies and investment to support economic growth. The LEP has been asked to set out an European Structural and Investment Funds strategy based on “evidence-based narrative” to secure London's share of the available funds. It will effectively ‘commission’ CFOs to deliver local and London-wide programmes that meet the needs of residents and businesses.
- 1.3 The GLA will act as an “Intermediate Body” on behalf of the government, a role it fulfils in the present programme. It will be submitting its proposed priorities and strategy, which have been devised in consultation with other partners including London Councils, to the government by 7<sup>th</sup> October 2013. A response is expected by mid-November and, subject to final negotiations between the LEP and the government, the strategy and funding are expected to be approved early in 2014 – and final clearance by the appropriate EU bodies should then enable spending to begin in mid-2014.

- 1.4 London received the largest allocation of any of the 39 Local Enterprise Partnerships, comprising approximately £640m. Inner London<sup>1</sup> has also attracted a further £37m through the EU's new Youth Employment Initiative. With match-funding in line with the rules for these funds, the total size of the programme exceeds £1.2 billion over the next seven years.
- 1.5 Our interest in Structural Funds is largely with regard to the European Social Fund (ESF), but it also includes European Regional Development Fund (ERDF) and some other funds covering agriculture and fisheries. ESF is used to train and support people into employment, while ERDF is used to improve regional and local economic competitiveness and support a low carbon economy.
- 1.6 London boroughs benefit from the structural funds in London in a number of ways – directly accessing funds for local schemes, influencing the content of programmes so they are more responsive to local circumstances and, with London Councils acting as an ESF CFO on behalf of the borough, directly running programmes that address local priorities.
- 1.7 In one final major change for the next funding round, the priority age range has been defined as 15-24 (currently there are separate approaches for 16-18 and 18-24).

## **2 ESIF Strategic Investment Priorities**

- 2.1 The LEP's Jobs and Growth Plan informs the following Investment Priorities in its strategy to draw down ESIF:
- Skills and employment
  - Strengthening science and technological development and fostering innovation
  - Enhancing the competitiveness of London enterprises
  - Supporting the shift towards a low-carbon, resource-efficient economy
  - Unlocking growth potential in deprived areas
- 2.2 Clearly, there will be activities of benefit to young people arising from each of these priorities; but the area of our greatest interest is in the *Skills and Employment* priority.
- 2.3 The LEP has proposed that the Skills and Employment priority should comprise the themes and indicative activities shown in Annex One. At Annex Two, an extract from the draft ESIF strategy provides further details on those activities that relate primarily to the 15-18 age group.

## **3 Next Steps**

- 3.1 The indicative activities and further detailed work on programme areas will ultimately result in specifications that will be tendered in line with both EU and CFO procurement rules. As in previous rounds, it is intended that commissioning will be in two phases, each lasting three or four years.
- 3.2 London Councils has been involved in the iterative process of drafting the ESIF strategy; feedback has been informed by comments from local authority Regeneration Officers meetings and the YPES / GLE event held on 26<sup>th</sup> July.
- 3.3 The timeline suggests that London Councils will shortly need to contribute to discussions on how to convert the priorities and indicative activities into effective

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<sup>1</sup> City of London, Camden, Hackney, Hammersmith & Fulham, Haringey, Islington, Kensington & Chelsea, Lambeth, Lewisham, Newham, Southwark, Tower Hamlet, Wandsworth and Westminster

programmes for young Londoners. Boroughs, other partners and stakeholders will also be engaged in this phase of the consultation; and this consideration will contribute to a paper to the YPES Board taking place in October.

- 3.4 During the phase of the previous round covering 2010 – 2013, YPES convened a working group of local authority colleagues who helped shape CFOs' planning and commissioning. In particular, the working group contributed greatly to the formulation of specifications. However, it proved difficult to sustain regular attendance of the group and the fluidity of membership impaired its efficiency.
- 3.5 In terms of future working whilst the working group (or task and finish group) format provides an option for consulting with local authorities, there are alternatives that could be considered; including more systematic engagement of clusters through the expanded local authority representation on the External Funding Group, tightly focused workshops – possibly jointly with Regeneration Officers - at critical stages in the design and planning of new programmes, newsletters and greater use of surveys of all local authorities (or any combination of these options) and other methods of consultation and engagement. The OSG may wish to express its preference on the way forward.

#### **4 Recommendation**

- 4.1 The OSG is invited to discuss the LEP's ESIF investment priorities for young people, to comment on the revised priority age-range, suggest the programme areas that should be taken forward and express its preference on the approach to consultation.

LEP ESIF Strategy – Investment Priorities (extract)		
Skills and Employment		
Theme		Indicative Activities
Freedoms, flexibilities and funding incentives	Primarily 19-24	Targeted employability programmes for long-term and disadvantaged workless groups
		Job readiness and pre-apprenticeship support
		Support for jobless households / families
		Tailored support and advice for parents and carers returning to work
		Basic skills
	Primarily 15-18	Tailored support for hard-to-reach NEETs and at risk of NEETs
		Intensive support for the most disengaged young people
		Equipping NEETs with more relevant and higher level skills
Informed Customers	All ages	Brokering opportunities for young people and supporting the transition from education to work
		Bringing together schools, further education (FE) and higher education (HE) institutions and employers
		Improving the information available on post-16 career pathways
Employer Engagement		Brokering progression opportunities and jobs mapping
		Business support for SMEs
		Entrepreneurship
		Sector-specific business focused skills programme
		Developing better links between business and schools, FE and other education partners

## *Themes and Indicative Activities*

(Extract from **draft** LEP ESIF Strategy)

### **Freedom, flexibilities and funding incentives**

The LEP's investment will be focused on incentivising providers to respond to the needs of the economy by delivering job outcomes, sustainability, career progression and given the requirement for higher level skills over the next decade, progression in learning. Funding will be targeted at the most hard to reach and disadvantaged young people (aged 15-24) and adults in London in particular long term workless groups, those with low level or no qualifications, the low paid and those earning less than the London Living Wage, those in part time work to progress into full time and/ or better paid work and off benefits.

Working with London Councils' Young Peoples Education and Skills Board, the LEP will also support interventions focused on moving young people aged 15-24 not in education employment or training (NEET) or at risk of NEET using ESF and YEI to progress into sustainable employment and/ or education/ training (EET). ESF and YEI investment will complement and align with mainstream initiatives through working with boroughs and others to deliver:

- **Tailored support for hard to reach NEETs and at risk of NEETs** including refugee/ migrant children, children in care/ care leavers in a holistic integrated way to progress into EET including high quality traineeships and apprenticeships;
- **Intensive support for the most disengaged young people** to help them overcome social and economic barriers to become job ready using mentoring and other tailored interventions, with a focus on young offenders in custody and community particularly those involved in gang-related activity or who have committed gang-related offenses, have been excluded from school, with mental health, drugs/ alcohol abuse or other disabilities;
- **Equipping NEETs with more relevant and higher level skills** to improve their employability;
- **Brokering opportunities for young people** and supporting the transition from education to work. Working with local employers to take on young people not participating in education, employment or training to progress into work or to secure good quality work placements, graduate placements and/ or internships.

### **Informed Customers**

Within this priority the LEP is keen to promote a much stronger London-wide and locally driven careers/ information, advice and guidance (IAG) offer which responds more effectively to the needs of Londoners and employers. Funding should enhance and align to existing IAG services offered in schools and by the National Careers Service including:

- **Bringing together schools, further education (FE) and higher education (HE) institutions and employers** to develop better and more consistent links between the education and business sectors, ensuring that training given to young people helps meet London's current and future skills needs. This should include developing new ways to increase the supply of high-quality work placements and improve access into apprenticeships;
- Help schools improve links with business and HE, **improving the information available on post-16 career pathways** in London schools to ensure school leavers are better informed of local employment opportunities;
- **Brokering progression opportunities and jobs mapping** including entrepreneurship for young people and other workless groups with local employers. This could be through extending outreach and face to face engagement.

## Employer Engagement

The LEP is keen to support London's business economy to help tackle the skills and employment challenges faced. This priority will also support opportunities to provide skills training in business start-up, self-employment and business growth.

- **Business support for SMEs** to take on apprentices, provide good quality work placements and employment opportunities;
- Promote opportunities leading to **entrepreneurship, business start-up and self-employment skills training** including leadership and management. Activities could be linked with ERDF funded projects that help boost creative hubs and grow-on spaces, mentoring between businesses and knowledge transfer networks;
- **Sector specific business focused skills programmes** aimed at equipping SMEs, micro business and sole traders with the skills they need to grow their business including helping grow the social investment market to support social enterprises and the social economy;
- **Developing better links between business and schools, Further Education providers and other education partners** to equip students with the skills to start and grow a business.

# Young People's Education and Skills Operational Sub-Group

## Terms of Reference

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### 1 Background

- 1.1 London Councils: Young People's Education and Skills (YPES) operates on behalf of the 33 London councils in accordance with the London proposals for 14-19 education and training agreed with the Department for Children, Schools and Families (now Department for Education). It is subject to London Councils governance.

### 2 The Aim of the Operational Sub-Group (OSG)

- 2.1 The aim of the OSG is to help strategically guide and provide scrutiny of the London Councils YPES work-plan, and to provide advice and support to the Director. OSG members will undertake these tasks with reference to the YPES purpose listed in section 1 of the London Councils Young People's Education and Skills Constitution (Appendix 1).

### 3 The Role of the OSG

- 3.1 **Direct and oversee workstrands.** The Director shall agree with the Leaders Group each year on behalf of, and with the agreement of, the YPES Board a work plan and annual operating budget, including regional projects. The OSG shall monitor the progress in implementing the work plan and shall evaluate the projects conducted by the Director;
- 3.2 **Identify and co-ordinate other sub-groups.** The YPES has the following sub-groups that shall agree their terms of reference with and report to the OSG:
- 3.2.1. Improving Choices for Young People (ICYP) Group;
  - 3.2.2. Data Advisory Group;
  - 3.2.3. Learners with Learning Difficulties and Disabilities (LLDD) Steering Group;
  - 3.2.4. External Funding Group;
  - 3.2.5. Local Authority Apprenticeship Sub-group.

The OSG will also take responsibility for establishing of other sub-group(s) – permanent or otherwise – identified at any time according to specific need.

- 3.3 **Support cross-borough pan-London dialogue.** By facilitating meetings and conferences to bring borough representatives together on a pan-London basis.
- 3.4 **Competence to decide or recommend.** The OSG can recommend courses of action to the YPES Board. The OSG can only make decisions that have been formally delegated to it by the YPES Board and such delegation shall express the extent of any decision that the OSG may make. The OSG does not have a delegated budget.

- 3.5 **Propose and plan events.** The OSG shall advise the YPES Board on the conduct, content and organisation of events sponsored by or held in the name of London Councils YPES.

#### **4 Membership of the OSG**

- 4.1 The membership of the OSG will comprise:
- 4.1.1. YPES Director (Chair)
  - 4.1.2. Local authority representatives (a minimum of five, including members noted at 4.1.4, and drawn appropriately to reflect pan-London representation)
  - 4.1.3. Provider representatives (up to three and reflecting different provider types)
  - 4.1.4. Nominated members of each of the sub-groups set out in paragraph 3.2
  - 4.1.5. London Councils Policy And Public Affairs Directorate
  - 4.1.6. Education Funding Agency (EFA)
  - 4.1.7. Skills Funding Agency – National Apprenticeship Service (NAS)
  - 4.1.8. London Enterprise Panel – Skills & Employment Working Group (LEP)
  - 4.1.9. Greater London Authority – Children & Young People (GLA)
- 4.2 The membership composition of the OSG may only be amended by the YPES Board.
- 4.3 The OSG may co-opt advisers without voting rights permanently or to attend all or any part of any meeting or sequence of meetings. Chairs or other officers of working groups or temporary task groups may be similarly invited by the Chair.
- 4.4 Named substitutes for OSG members are permitted. However, no more than one representative per membership place will be expected to attend any one OSG meeting, unless specifically agreed by the chair.
- 4.5 If a member fails to attend either three consecutive OSG meetings or more than 50% of OSG meetings within any given year without notification and/or good reason, they shall forfeit their membership and a new representative will be sought.
- 4.6 Votes:
- 4.6.1. The decision to take a recommendation to a vote rests solely with the Chair.
  - 4.6.2. Prior to any vote being taken, the Chair shall identify whether any member of the OSG has a conflict of interest and shall, in the event of a prejudicial interest, ask such member(s) to withdraw from the matter being discussed
  - 4.6.3. Each member may cast one vote only. If a member be represented by more than one person, there shall be only one vote cast on behalf of that member.
  - 4.6.4. The quorum for voting purposes only is one-half of the members.
  - 4.6.5. The Chair votes only in the instance of a tie.

#### **5 Key Responsibilities of OSG Members**

- 5.1 All members have a responsibility to provide guidance, advice and information germane to their areas of expertise. Although OSG members attend in an individual capacity it is expected that they will keep other bodies informed about relevant OSG work.
- 5.2 All OSG members, in their capacity as representatives of London Councils YPES, have a responsibility to advise and support local authority colleagues in matters relating to



the work of the YPES. Local authority members will be expected to share information relating to OSG meetings with LA colleagues in local geographical cluster groups in the course of their regular inter-borough dialogue.

## **6 Officers and Secretariat Function**

- 6.1 The Chair of OSG shall be the London Councils YPES Director. The OSG shall elect a Vice-Chair who shall be a Local Authority representative. All members shall be appointed for a fixed and renewable twelve month period of office at an YPES Board meeting to be held between 1 June and 30 September each year.
- 6.2 The Secretariat Function for the group will be provided by the Director within the resources agreed by London Councils Leaders Group.

## **7 Frequency of Meetings and Quorum**

- 7.1 OSG shall where possible meet within four weeks of a scheduled meeting of the YPES Board (in order to agree recommendations that the OSG shall put to the Board) and no later than four weeks after each scheduled meeting of the Board (to ensure that the work-plan is updated appropriately). Additional meetings may be held at the discretion of the Director.
- 7.2 The quorum shall be one quarter or the number nearest to one quarter of the members of OSG. If, within half an hour of the time appointed for the meeting to commence, a quorum is not present, the meeting shall dissolve.

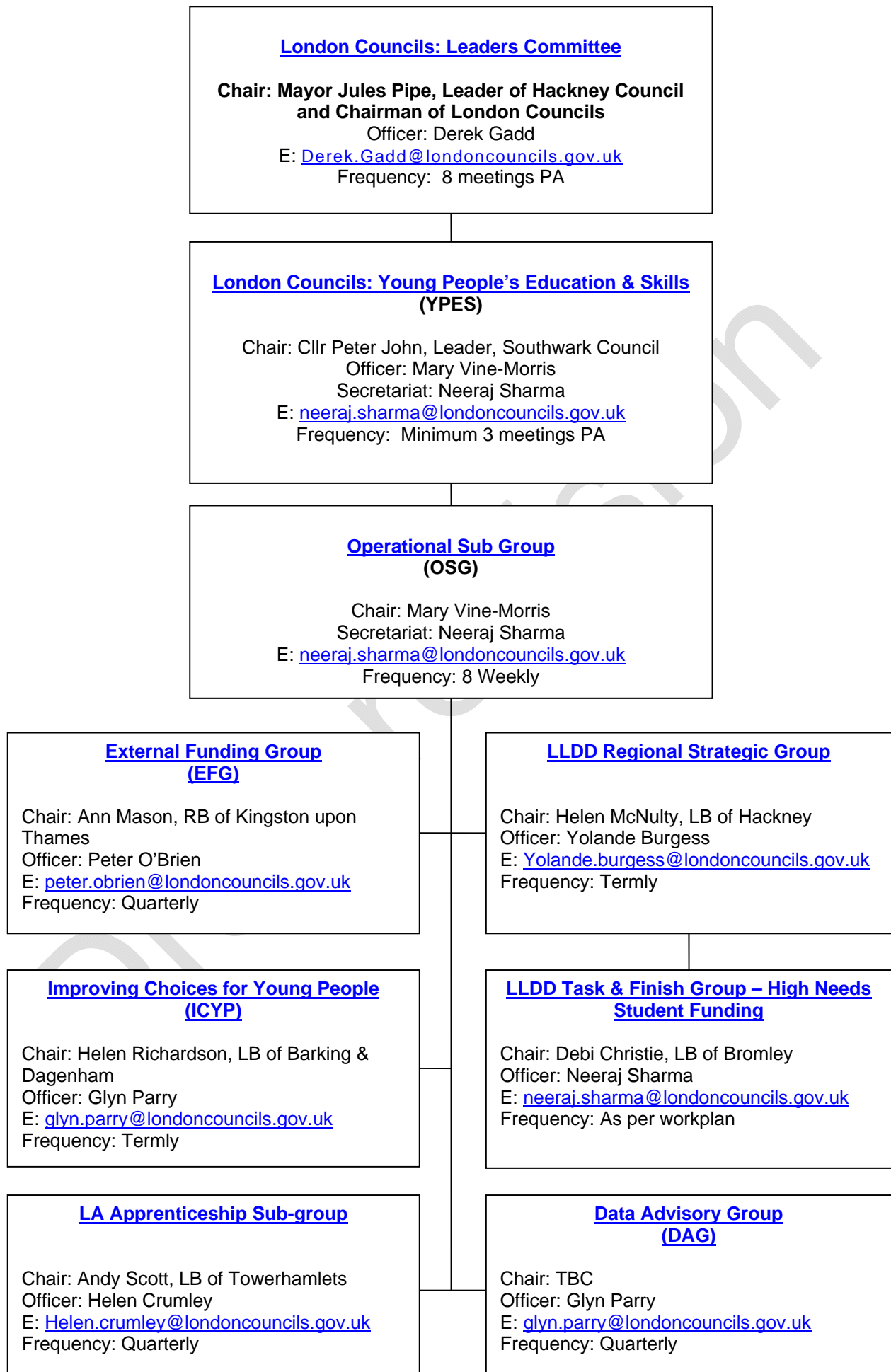
## **8 Accountability of the OSG**

- 8.1 The strategic accountability for the London 14-19 education and training offer sits with the YPES Board and shall be supported by the OSG. The OSG is accountable to all local authorities through London Councils. The reporting lines are illustrated in appendix 2.

**Extract from London Councils: Young People's Education and Skills Constitution**

**1 Purpose**

- 1.1 The role of London Councils: Young People's Education and Skills (YPES) is to provide pan-London leadership for 14-19 education and training provision in relation to the current and future needs of learners and employers, support local authorities in undertaking their statutory functions, and assist other stakeholders in planning, policy and provision.
- 1.2 The key tasks of London Councils: Young People's Education and Skills are to:
  - 1.2.1 Develop the strategic vision of the market for 14-19 provision in London, influencing and shaping sufficient diversity and specialism to promote full participation;
  - 1.2.2 Lobby for the best resources for London's young learners;
  - 1.2.3 In partnership with the LEP, develop a clear picture of the changing jobs landscape and skills needs in London to help shape the development of provision;
  - 1.2.4 Contribute to the production and analysis of data, including demographic data, to inform planning at a provider level;
  - 1.2.5 Promote consistent scrutiny of 16-18 provision, challenging poor quality and championing excellence across the capital;
  - 1.2.6 Support local authorities and other stakeholders with the provision of high-quality impartial information for all London's young people;
  - 1.2.7 Alert London providers to regionally unmet need and gaps in the market;
  - 1.2.8 Support local authorities and providers to operate in the collective interest of London, particularly in addressing the needs of vulnerable learners;
  - 1.2.9 Co-ordinate the development of specialist education and training across London – including both provision of learners with learning difficulties and disabilities and specialist vocational provision; and
  - 1.2.10 Undertake any other tasks as directed by London Councils Leaders' Committee.
- 1.3 In pursuing these ambitions it is recognised that there may be the need to undertake specific commissioning activities at a regional level on behalf of local authorities, based on clear business cases.



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# Young People's Education and Skills Board

Tuesday 15 October 2013: 13.00 – 16.00

**Location:** Christ the King Sixth Form College

**Contact Officer:** Neeraj Sharma

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13.00 Refreshments available on arrival

13.30 Tour of Sixth Form College

14.30 Commencement of Board meeting:

## Agenda

1. Welcome and introductions
2. Declarations of Interest
3. Notes of last meeting
4. Annual Review - For decision
5. 16-24 Review (if report published)
6. GCSE & 'A' level results - For information
7. Consultation for 16-19 Accountabilities Framework (if out)
8. ESF – proposed youth priority programme areas - For decision
9. Sixth Form Colleges in London?
10. Policy Update - For information
11. Raising the Participation Age - For information
12. AOB

**Date of next meeting:** *Tuesday 18 March 2014, 14.00 – 16.00, London Councils*

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# Young People's Education and Skills Operational Sub-Group

## Workplan Monitoring – update September 2013

Item No: 10

**Date:** 20 September 2013

**Contact** Anna-Maria Volpicelli

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**Summary** This paper provides a summary update of the major Young People's Education and Skills (YPES) work strands.

**Recommendations** OSG members are asked to note and comment on progress.

### 1 Data

- 1.1 Throughout the summer, and following feedback from the Data Advisory Group (DAG) and project Steering Group, work has continued on the Beta version of *Intelligent London* - an online data dashboard which will act as a central source of information and data on young people. It is anticipated the website will be fully functional by the end of September and training workshops will be held during October and November. The data *Intelligent London* covers will be used by YPES to develop an updated *Young People in London: An Evidence Base*. A demonstration of the site will be available at the end of this meeting.
- 1.2 The reports on the *Progression of College Learners to Higher Education in London* and *Progression of Apprentices to Higher Education in London* produced commissioned by Linking London and co-funded by YPES will be released on 1 October and formally launched at the national conference - *Journeys to Higher Education: Apprentices and College Students* - at the Department for Business, Innovation and Skills on 4 October.
- 1.3 YPES has also been working with the University of East London to undertake research into the progression of 18-24 year old London residents into full-time and part-time, first or undergraduate degree study at UK universities and onward progression to employment. The report (together with individual borough summaries) will be released on 1 October.
- 1.4 Following the release of the most recent key stage 4 (KS4) and key stage 5 (KS5) Destination Measures this summer, YPES gathered feedback from Improving Choices for Young People (ICYP) and DAG members to share with the Department for Education (DfE) to support their development of the Measures. Our feedback noted that reducing the time lag of the release of data and breaking down the data by prior attainment were priorities for London. The recently published [Career guidance action plan](#) confirms that the government will be publishing both KS4 and KS5 Measures earlier and will be providing a breakdown by prior attainment.
- 1.5 DAG held a special item on 16-18 Apprenticeships at its last meeting on 24 July, which was attended by a National Apprenticeship Service representative. DAG members explored the 16-18 Action Plan, improvements being made to the Apprenticeship Vacancy Service, and initiatives such as *Inspiring the Future* and the *Apprenticeship Ambassadors Network* which are intended to increase Apprenticeship take-up.

## 2 Improving Choices for Young People

- 2.1 Based on the work undertaken by the Careers Guidance and Education Task and Finish Group, and findings from the Survey on Careers Education and Guidance issued by YPES, a support document for schools and colleges called *Pioneering Careers Work in London* was released earlier this month. The document is a framework to support senior leaders, managers and governors in schools and colleges to meet their statutory duty to secure independent and impartial careers guidance and to support the delivery of careers education. It was released to coincide with the extension of the duty to deliver careers guidance to include colleges and all pupils and students aged 13 to 18. The release also coincided with the publication of Ofsted's thematic review of careers guidance in schools from September 2012 - *Going in the right direction?* – and the government's response to this review.
- 2.2 The possibility of setting-up several task and finish groups are under consideration. A joint DAG and ICYP task and finish group investigating how data can be best utilised to support RPA objectives and the tracking of young people was identified by the ICYP Group as potentially useful. Following some preliminary investigation by YPES into employability passport-type initiatives in London, a task and finish group may also be set-up to develop a framework to support local authorities delivering such initiatives.

## 3 External Funding

- 3.1 The External Funding Group met on 5 September (next meeting is 4 December). The Group has updated its workplan.

### **Programmes**

- 3.2 *ESF 2007-2013 Programmes*: The trend previously reported on **EFA / Skills Funding Agency / NAS programmes** continues: the Preventative NEET programme is operating well. It has now finished recruiting (and achieved 101% of the contracted total) and currently retention at 26 weeks was 38% of starts. On the NEET-to-EET programme, a 22% increase in starts in the last three months has resulted in 2798 overall starts - ahead of profile by 3%; though progressions still lag behind profile. The Vulnerable NEET and Volunteering into EET Programmes have shown improved recruitment, but are still behind profile. The NAS Programme aimed at disadvantaged / under-represented groups is at 44% of the starts profile, but the Pre-Apprenticeship and Training for Work Programmes are now close to the (revised) starts profile.
- 3.3 Commissioning for the new Preventative NEET Programme (through the **EFA: ESF Funding 2014-15**) has been completed and successful contractors will be announced following the mandatory 'standstill' period. An event combining a provider briefing followed by networking with local authorities is being planned for October (date to be confirmed – **no longer 2 October**). Alignment with GLA funded activity will be ensured.
- 3.4 Upon completion of pre-grant negotiations with the preferred supplier of the Young Offenders Programme in north and east London, the **GLA** will circulate appropriate details. Existing programmes have all proved slow in taking off and consequently both starts and conversions were behind profile.
- 3.5 There had been 11,000 referrals onto **Day-One Support to Young People** – approximately 30% had been recruited by their work placement organisation and a high proportion of the remainder had either stopped claiming benefit or was subject to sanctions.
- 3.6 *Support to local authorities*: The events supported by GLE through **Technical Assistance** had taken place as planned on 6th June (SW London Cluster) and 26th July (Pan-London).
- 3.7 *ESF 2014-2020 round*: The Group reiterated the main concerns that emerged from the meetings held with boroughs on 26th July; that the new programme should offer



greater flexibility to local circumstances, longer interventions where necessary, better localism and a stronger emphasis on IAG. The draft Strategic Investment Fund strategy is being prepared for discussion by the LEP in October and it is believed that further road shows will be held during the next phase of consultation. The Group also discussed the Youth Employment Initiative, which – though focused solely on inner London – represented an additional allocation. Further discussions between the Skills Funding Agency, London Councils and the LEP were planned in the near future.

- 3.8 *Youth Contract*: Prospects had taken over as prime contractor in July and has built its new supply chain, which was launched to Local Authorities at an event on 13th September. Performance since the spring has not improved significantly and the emphasis is currently on identifying individuals from this year's school leavers who meet the eligibility criteria, for early intervention.
- 3.9 *Talent Match*: Big Lottery Fund is expected to reach a decision later in September on London Youth's plan to deliver Talent Match in a combination of cluster-based delivery across seven targeted boroughs and Pan London projects themed on enterprise and disability.
- 3.10 *Get Young People Working - The Youth Offer*: The Corporation of London / City Bridges Fund held a briefing for Local Authorities in July and have started a baseline evaluation. A sharing practice event is being considered and it is hoped that a dedicated webpage for the initiative will be available soon
- 3.11 *Other Funding*: The Group commented on the amount of philanthropic and charitable investment in various local projects, or those targeted at particular disadvantaged groups. Round Three of the Mayor's Schools Excellence Fund will be launched in October and the ODPM review of 16-24 Programmes, due to report in October, may make recommendations on changes to programmes or their management.

#### **4 LLDD**

- 4.1 The *Commissioning effective study programmes for learners with SEND* event held on 12 July was attended by approximately 80 people. Feedback shows that many of those who attended would welcome the opportunity for termly events (this was echoed during the event), but would like further sessions to focus more on solutions and innovative practice. The team is in discussion with the London Region AoC and is considering the next event.
- 4.2 The High Needs Student Funding (HNSF) task and finish group has produced a draft set of guiding principles that has been circulated to a wider group of local authority, college and school colleagues for consideration. Comments are due back on 13 September; the HNSF group will then consider the comments and work on the next draft, with a view to having a final version by November.
- 4.3 The Education Funding Agency (EFA) has set out the timetable and process for implementing the 2014/2015 academic year high needs place funding arrangements in [Implementing high needs place funding arrangements for 5-25 year olds: 2014 to 2015 academic year](#).
- 4.4 The process asks local authorities to review the distribution of high needs places in collaboration with other authorities and with institutions and decide if any changes are necessary for the 2014/2015 academic year. To support the process, authorities were provided with pre-16 and post-16 places information for the 2013/14 academic year by institutions on 17 July. A template for completion by local authorities will be issued by the EFA towards the end of September, with a return date at the end of December. An early draft of the template was trialled by the London Borough of Wandsworth; this led to a number of changes.

- 4.5 The inaugural meeting of the new regional strategic group is planned for late October. The focus of the meeting will be on the implications of the reforms in section 3 of the Children and Families Bill on statutory and non-statutory services.
- 4.6 The Children and Families Bill enters Committee Stage in the House of Lords on 9 October. A consultation version of the [indicative draft Code of Practice](#) is also anticipated sometime in October.

## **5 Apprenticeships**

- 5.1 The Apprenticeship Sub-Group recently judged the London Borough Apprenticeship awards. Run by London Councils these awards have four categories (apprentice of the year, best progression by an apprentice, best manager and best supply chain). The winners will be announced at a ceremony on Monday 30 September at the City Marketing Suite, next to the Guildhall.
- 5.2 The sub-group is also feeding into London Councils' response to the Government Consultation on Apprenticeship Funding. This consultation comes in the wake of the Richard's Review. The government is asking for views on three proposals for delivering funding reforms put forward by Doug Richard.
- 5.3 London Councils has been funded by the National Apprenticeship Service (NAS) to work with seven boroughs on a range of employer engagement activities. These projects will increase the number of apprenticeship vacancies available, and will also encourage employers to consider taking on a 16-18 year old. The borough projects will dovetail with other activity funded by NAS to improve the employability of 16-18 year old candidates.

## **6 Learner Voice London**

- 6.1 Learner Voice London continues to have a strong presence on social media channels – these include the website, YouTube, Twitter and Facebook. Four videos are being marketed across all platforms, accompanied by relevant reports and links to other organisations work which is similar to ours, to encourage networking and more visibility for our sites.
- 6.2 Numbers to our social media accounts are steadily increasing, with over 430 Twitter followers. Our Facebook account has now reached a level where we can begin to analyse our reach and we will be exploring the feasibility of a short marketing campaign on Facebook targeting 16-19 London learners.
- 6.3 London Councils will again be sponsoring two sections at Skills London on 22 and 23 November 2103, the Careers and Enterprise Zone and the Event evaluation. Learner Voice London will be feeding into the evaluation questions to raise awareness of the website and associated sites, as well as asking questions on key topics that concern young learners in London.
- 6.4 Following talks internally at London Councils we are exploring using Children's Takeover Day to do some user analysis of Learner Voice London. This could include young people writing for the website, discussing with the team topics for future discussion and marketing strategies to reach our target audience.

## **7 Academic Partner**

- 7.1 The IoE is continuing to research 17+ drop-out and its latest contributions have been to the 14-19 Leads Conference and Board meeting, both held in July. The report on this project, which will combine an analysis of college and school data, will be finalised at the end of the year and disseminated in the early part of 2014.