

A revised NEETs strategy for Cardiff or An Engagement, Progression & Transition Strategy for Young People 11-24

Why?

Since the last NEETs Action Plan was established a number of key developments have taken place not least the introduction by Welsh Government of a new strategy “**Increasing the Engagement and Progression of Young People 11-24**” underpinned by a new six point “**Engagement and Progression Framework**”. Cardiff is supporting Welsh Government by playing its part in the piloting of particular aspects of the framework. It is now clear from Ministerial initiatives and statements that this is the expected way forward for all LAs in Wales. We support the Welsh Government in this and as a consequence need to re-design the NEETs strategy for the city to take account of this new framework. Currently this area of work is being developed by the Cardiff Partnership Board under the Youth Engagement workstream. The strategy is more accurately termed as a **Transition, Engagement & Progression Strategy for Young People 11-24** who are identified as requiring support in order to progress their Education, Employment or Training (EET) Pathway.

The Engagement and Progression Framework

- 1 • Clear data on young people 11-24 in Cardiff
- 2 • Early identification of those at risk and in need of early intervention
- 3 • Better brokerage and co-ordination of support using a significant responsible adult (SRA)
- 4 • Stronger tracking of young people with the capacity to compare information and provide relevant guidance
- 5 • Mapping provision across Cardiff and ensuring it meets the needs of young people
- 6 • Strengthening employability skills and progression routes to employment

Rationale

The new administration in Cardiff has stated that one of its ambitions is for Cardiff to become a “NEET free city”. This political imperative has been created during the past year and post-dates the existing NEETs Action Plan.

There have been significant new developments in Families 1st and Communities 1st that will impact on the NEETs agenda. Welsh Government and the LA also wish to see a more effective alignment of services supporting young people.

Over the past 3 years in Cardiff we have seen a steady reduction in post-16 NEETs as measured by the Careers Wales Destination data for Year 11. Rising standards at KS4, a wider curriculum offer with more vocational options and progression routes and the deployment of Learning Coaches have all contributed to this reduction. However there continues to be some increase in the figures for 16-18 year olds as reported from activity recorded within the Careers Wales database and at 18+ the JCP data shows that we need to continue to be concerned over the number of young people not employed or in education or training. This is a reflection of the current state of the economy which has made it difficult for many young people to get into work especially those who cannot demonstrate the skills that employers are looking for. Clearly to meet the Administration’s ambitions and provide a brighter future for many young people in Cardiff we need to see a faster decline in the number of young people who are not engaged in EET. This is a complex issue and will require a concerted and co-ordinated input from a wide range of stakeholders.

At the time of preparation there are many existing work streams dealing with NEETS in Cardiff especially post-16. There are a range of funding streams to support this work. The revised strategy will improve the co-ordination of this work at operational level and formalise the evaluation of the effectiveness of intervention strategies. It will also define more clearly the accountability mechanisms underpinning this area of work with young people. We believe there are many examples of very good work being undertaken across Cardiff and the strategy will strengthen our mechanisms for sharing good practice.

A number of options have been explored but there is a clear emerging consensus that the deployment of a tight partnership and collaboration model with commissioning is the preferred approach and this is the strategy defined below.

A Transition, Engagement & Progression Strategy for Young People 11-24

Key requirements

1. We will use a casework model as the preferred mode of delivery driving accountability and tracking
2. We will use school partnership groups to manage the pre-16 casework
3. We will establish neighbourhood groups to manage the post-16 case work
4. It will be vital to foster high quality relationships and trust between stakeholders
5. We will gain agreement upon and adherence to a set of protocols and processes for the operation of the groups and the identified casework
6. The school clusters and neighbourhood groups will be the sole referral points for NEETs activity and for all services and sectors working with NEETs. There should be no unilateral activity in the city. This is essential in order to co-ordinate and manage the case work, avoid duplication, use resources effectively and be accountable to our local communities.
7. The interventions, support and provision for young people, who are identified as needing support to make progress in their EET Pathway, will be managed and brokered through these local arrangements
8. Key data sets, especially information from the Careers Wales and JCP databases, will be made available to the local groups
9. WASPI data sharing arrangements will need to be in place amongst all the stakeholders / participants. Local data sharing agreements will be put in place ahead of national agreements.
10. Every learner, 14-18, already has a Learning Pathway Plan. We will evaluate the effectiveness and usefulness of this and make improvements as necessary. We will align developments in this area with the Welsh Government's work on individual learning plans for SEN and through the Review of Qualifications.
11. Cardiff will deploy a single application system to support the transition of all young people in Year 11. The Minister has indicated support for this development through Careers Wales On-line. It will be very beneficial in providing an equitable transition planning tool for all young people, irrespective of intended destination, and help staff track and support the process for each individual young person.
12. We will ensure a comprehensive handover of casework from school to neighbourhood partnerships during the summer at the end of Years 11 & 13
13. To develop the attitudes, attributes and employability skills in young people to enable them to access to work-based routes to employment

Key Requirement 2 – schools and school partnership groups pre-16

A. Pilot activity in West Cardiff as model of proposed practice

During the 2012-13 academic year the Cardiff West Partnership has been undertaking pilot activity with respect to the revised NEETs strategy. The Vulnerability Assessment Tool has been run 3 times during the year. The headline filter in the tool is attendance rates of below 85%. After the first run the lists of students that the tool generated were discussed with schools in order to ascertain the accuracy of the information. The tool was used across Years 9, 10 and 11 and gave good results and provided a good level of confidence going forward.

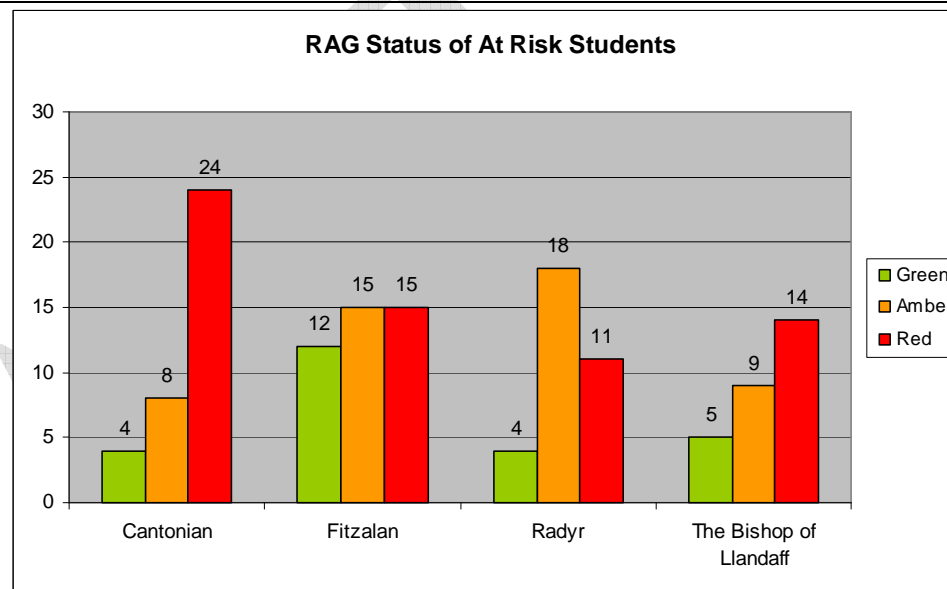
In January the tool was re-run but against just Year 11. It identified up to 141 students who were at risk of not making a successful transition. Of the 60 of these that were referred by the school's Careers Wales Adviser to the CW Transition Team only 16 were initially accepted. This left 125 students in need of further support.

In the latest meeting with the schools the student lists have been reviewed in some detail. The data is volatile because students do move in and out of the lists depending on their attendance and other circumstances. Through these discussions the students have been reviewed and assigned a RAG status:- **Green** - no longer deemed at risk; **Amber** - still at risk but being managed by the school; **Red** - significant risk and external support sought via a SRA

The numbers generated by each school are:

Year 11	Green	Amber	Red	Totals
Cantonian	4	8	24	36
Fitzalan	12	15	15	42
Radyr	4	18	11	33
The Bishop of Llandaff	5	9	14	28
Totals	25	50	64	139

This data will be used to establish the case load for the partnership and to obtain and assign SRAs to these young people to support transition.



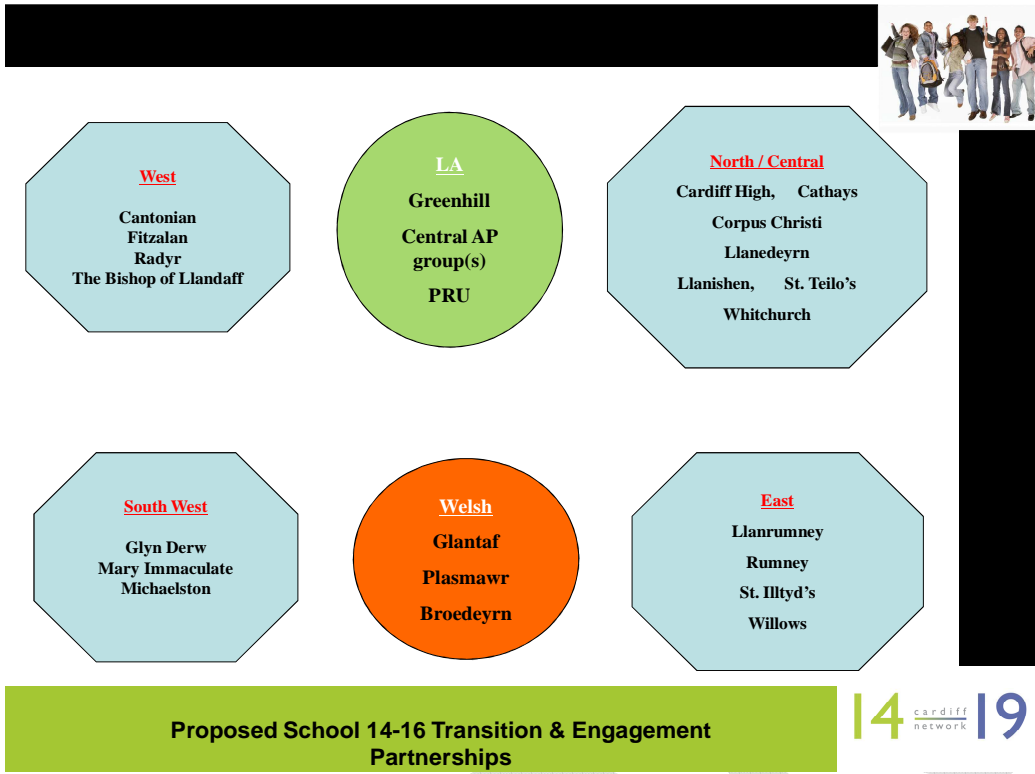
Through discussions with a range of partners it has become clear that there are a number of particularly vulnerable groups of young people such as:

- Leaving Care
- Black and Ethnic minorities
- Czech Roma
- Young people with significant SEN issues
- Traveller Community

Specific support programmes will be designed in response to the identified needs of these groups.

- The responsibility for ensuring the successful transition and progression of all young people in Year 11 lies with schools.
- However it is recognised that there is a vulnerable minority of young people who will need additional support that is beyond the capacity of the school to provide.

B. Role out of the strategy to the other 5 pre-16 school partnerships

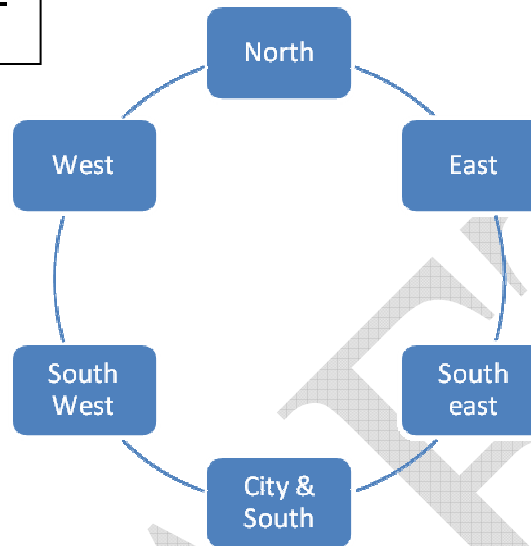


- The aim of this strategy is to develop a co-ordinated partnership way of working that monitors each cohort and provides data on vulnerable young people that can be interrogated and lead to identification of need and the signposting of support.
- It is not a referral system for support; there are other mechanisms such as Families 1st, Team around the Family, Team around the School available for that purpose.
- However it will link identified young people with a Significant Responsible Adult such as a Learning Coach or Youth Worker so that the SRA can broker support for casework that is allocated to them.
- Each school will be asked to designate a member of SLT to act as a link with this strategy.
- The protocols and practices will be developed through the experience of the pilot and the local partnerships

**Key Requirement 3 – Neighbourhood management of
16-24 year olds who are not engaged in EET**

**Careers Wales [left of the #]
Total 16-18 = 859 [April 2013]**

**JCP [right of the #]
Total 18-24 = 2,930 [April 2013]**



**South West
192/700**

Ely 63/260

Caerau 61/190

Canton 26/110

Riverside 42/150

**City & South
75/270**

Grangetown
59/180

Butetown 16/90

**South East
196/735**

Gabalfa 14/65

Cathays 25/115

Plasnewydd
40/215

Adamsdown
53/160

Splott 63/180

**West
95 # 355**

Creigau 3 # 15

Pentyrch 5 # 5

Radyr 5 # 15

Fairwater 39 # 125

Llandaff 5 # 30

Llandaff North 19 # 90

Whitchurch 19 # 75

**North
130 # 475**

Rhiwbina 5 # 15

Heath 8 # 45

Llanishen 23 # 100

Lisvane 2 # 10

Cyncoed 3 # 25

Penylan 12 # 40

Pentwyn 58 # 200

Pontprennau/OSM 19 # 40

**East
171 # 395**

Llanrumney 54 # 130

Rumney 40 # 65

Trowbridge 77 # 200

- Each Neighbourhood Management area will be responsible for establishing a multi-agency group whose significant task is to reduce the number of those young people in its area who are not engaged in education, training or employment
- The Youth Engagement Board has proposed a roll out via an Area Focus commencing in autumn 2013 initially in Cardiff West (progressing from the pre-16 pilot) and in Cardiff East. The lessons learned here would be shared with the remaining 4 Neighbourhoods and further roll out would take place on a locally agreed basis during January to June 2014.
- These 6 groups will act as the only channels through which services, agencies, voluntary sector, resources, providers and casework can be managed in relation to Youth Engagement and Progression
- Among the key stakeholders expected to be represented in the groups are Families 1st, Communities 1st, the Youth Service, Careers Wales, FE, Training providers, Voluntary sector, JCP, Police, Neighbourhood management. The exact membership will be defined by each group in relation to local circumstances. Core and extended membership could be considered appropriate.
- The work of these groups will be supported by data and intelligence from Careers Wales (16-18), Job Centre Plus (18-24) as demonstrated above and Mark Wilmore, Youth and Progression Manager
- Responsibility for co-ordinating / managing the regular meetings of the groups will be determined locally and could be supplied by one of several services. The burden could be shared across the city by different agencies. However, it is noted that the lessons learnt from the Fair Access Panel are that high quality administration of the meetings, the casework and robust follow-up are essential if the groups are to be effective in meeting their responsibilities
- Protocols and processes will be developed through the experiences of the groups building upon agreed best practice thus ensuring a degree of consistency of approach across Cardiff
- It is acknowledged that local solutions for local needs would be an appropriate way forward whilst recognising that some interventions will work best at city wide level
- The groups will monitor and evaluate the impact of the interventions / provisions / support that they commission and provide regular reports on outcomes of their activities (using RBA methodology) to the Youth Engagement Board, Neighbourhood Management, the agencies and services they work with, the LA, and their local communities
- The groups will act as conduits for data sharing in order to understand which agencies and services are already working with young people, the range of provision and support that is available both locally and across the city and the mechanisms for referral to support services such as Families 1st
- In establishing these groups it is recognised that there will be a need for staff development in order to make sure that staff understand and can contribute fully to the proposed new arrangements

Key Requirement 4 - It will be vital to foster high quality relationships and trust between stakeholders

Key Requirement 5 - We will gain agreement upon and adherence to a set of protocols and processes for the operation of the groups and the identified casework

See Actions under Key Requirement 3

Key Requirement 6 - The school clusters and neighbourhood groups will be the sole referral points for NEETs activity and for all services and sectors working with NEETs. There should be no unilateral activity in the city. This is essential in order to co-ordinate and manage the case work, avoid duplication, use resources effectively and be accountable to our local communities.

This is linked to the actions under Key Requirement 4. This KR essentially highlights the reasons for requiring partners / stakeholders to agree to a common process for the management of a casework operation to reduce the numbers of young people in Cardiff who are not engaged in EET.

Key Requirement 7 - The interventions, support and provision for young people, who are identified as needing support to make progress in their EET Pathway, will be managed and brokered through these local arrangements.

See also Key Requirement 3.

Key Requirement 8 - Key data sets, especially information from the Careers Wales and JCP databases, will be made available to the local groups

See also Key Requirement 3. As in KR 7 we will link this aspect with the work of the LA NEETs Data Group.

Key Requirement 9 - WASPI data sharing arrangements will need to be in place amongst all the stakeholders / participants. Local data sharing agreements will be put in place ahead of national agreements.

A WASPI data sharing protocol for 14-19 Learning Pathways is almost complete. This will be used as the model for those to be used within this strategy. A standardised consent form will be developed for young people post-16.

Key Requirement 10 - Every learner, 14-18, already has a Learning Pathway Plan. We will evaluate the effectiveness and usefulness of this and make improvements as necessary. We will align developments in this area with the Welsh Government's work on individual learning plans for SEN and through the Review of Qualifications.

- Under the regulations of the Learning & Skills Measure all learners 14-19 should have a Learning Pathway Plan (LPP) which contain certain minimum specified information
- A LPP has been developed by Careers Wales and is available on-line
- Schools and FEIs are free to design their own versions
- Colegai Cymru is currently reviewing Individual Learning Plans across Wales for WG and will report on this as part of the on-going work on the Review of Qualifications in Wales
- Cardiff has been part of the pilot developing ILPs for learners with Special Needs as part of the modification of the system of SEN Statements

Key Requirement 11 - Cardiff will deploy a single application system to support the transition of all young people in Year 11.

- The Minister has indicated support for this development through Careers Wales On-line.
- It will be very beneficial in providing an equitable transition planning tool for all young people, irrespective of intended destination, and help staff track and support the process for each individual young person.
- A transparent application process such as the one suggested will also aid Cardiff in the development of a revised Planning and Funding regime for post-16 education in 6th forms and FEIs

Key Requirement 12 - We will ensure a comprehensive handover of casework from school to neighbourhood partnerships during the summer at the end of Years 11 & 13

- In the pilot pre-16 area of Cardiff West a summer transition process is being implemented for 2013 (see Key Requirement 2)
- The outcomes of this will be fed into the Neighbourhood Group for the West and any remaining young people who are not engaged in September will be the focus of the initial case work for that group
- A review and evaluation of this pilot work on transition at 16 will inform planning for summer 2014
- With support from the WG UPOSS grant young people in Special Schools and Units are being helped through their transition process into FEIs this year by a team of transition co-ordinators. The outcomes of this project will be used to inform planning for 2014

Key Requirement 13 - To develop the attitudes, attributes and employability skills in young people to enable them to access to work-based routes to employment

- We will create a greater awareness of employability skills in schools, with young people, with their parents and all providers
- This will reflect the work of WG on developing Essential and Wider Key Skills in the light of the Review of Qualifications in Wales, particularly in the context of the Welsh Bacc., and output from organisations such as the CBI and UK Commission for Skills
- We will continue to develop our capacity to track the development of skills with on-line tools, such as Bright Sparks and Talent Match, to:
 - Enable learners to assess their strengths / weaknesses in skills
 - Enable employers to indicate the range and importance of these skills within the context of their business
 - Enable providers to plan and promote provision that helps support the development of these skills in YP
- We will continue to grow the engagement with employers following on the successful Enterprise Exchange event at the Park Inn on 8th March 2013. Specifically we will develop routes into apprenticeships and employment by developing young people who, through their understanding and development of skills, are ready to contribute in the work place
- We will improve the co-ordination of our activities with employers and their SSCs; currently they are approached separately by JCP, CW, 14-19, Economic Development, ACL, FE, Training Providers, Communities 1st, Prince's Trust, Business in the Community, Training & Enterprise Centres and schools etc.
- Cardiff Council will set out a standard of engagement as an exemplary employer
 - CC will offer a wide range of high quality work placements and internships
 - CC will increase the number of apprenticeships it can offer and with WG develop ways in which it can support an increased uptake of apprentices by businesses and organisations across Cardiff
 - There will be closer co-ordination between workstreams within CC such as HR and the work of the Youth Engagement Board so that there is a consistent approach to new and existing developments
 - Social clauses inserted into CC procurement contracts will reflect the different aspects covered by the Engagement and Progression Framework
 - We will establish a mechanism for monitoring the implementation of these social clauses
 - The companies who are contractually obliged will sign up to this employer engagement strategy
- We will take a fresh look at the quality, potential impact and value of work experience as a key preparation of young people for employment. We will draw upon the evidence of the recent "World of Work" activity with the Park Inn which preceded the Employer Event on 8th March. This was deemed highly successful because:-
 - The students were well prepared
 - The hotel staff were well prepared and had planned activities for the young people
 - The students were given "real" experiences and felt part of a team
 - There was a focus on skills and the students recorded evidence of these in their skills e-portfolios each day
 - The students had a structured Investigator File to complete that required them to seek out information, demonstrate understanding of the work place and have their experiences commented upon and signed off by hotel staff
 - The student's understanding and insight into the workplace was greatly enhanced

- In re-visiting the purposes and structure of work experience we will link with the WG developments on Learning Area Programmes with their emphasis on core activity focused on WBQ, Skills and experiences of work
- We will establish a group of key stakeholders that represent CW, JCP, CC, schools, young people, employers, training providers, FE to undertake the review of work experience and agree on ways in which the experiences and evidence gained by young people will be captured using the latest technologies and can be easily transferred into skills journals, investigator files and e-portfolios for accreditation of skills and the WBQ
- Through the European SPIDER project the views of young people will be used to re-design the services they use:
 - Will target at risk young people in the pilot project who have not been picked up by CW Transition team
 - Will focus on developing a pathway to apprenticeship and employment for these young people and designing effective service processes to support this
 - Will involve school staff, staff with SRA type roles, employers and young people in a research phase
 - This will be followed by design workshops involving reps. from these groups to look at how services might be shaped in the future
 - Following review and evaluation of the design ideas a selection will be made and put into action in support of the employment pathway
 - The young people identified as being at risk will be involved in the design process and also benefit from the new service approach enabling them to make a positive transition by the autumn
 - There will be a clear focus on employability skills, high quality structured work experience and internships within this project