



Llywodraeth Cymru
Welsh Government

Youth Engagement and Progression Framework Implementation Plan – Action Plan 2013- 2015

Local Authority: Vale of Glamorgan

Youth Engagement and Progression Framework Implementation Plan

What is the framework?

On the 1st October, the Deputy Minister for Skills and Technology launched the Youth Engagement and Progression Framework Implementation Plan setting out clearly the Welsh Government's expectations for youth engagement and progression on the delivery chain in Wales at a local, national and regional level.

The six areas of the framework are:

- Identifying young people most at risk of disengagement;
- Better brokerage and coordination of support;
- Stronger tracking and transitions of young people through the system;
- Ensuring provision meets the needs of young people;
- Strengthening employability skills and opportunities for employment;
- Greater accountability for better outcomes for young people.

What is this Action Plan?

We want you to develop and share with us how you are going to take forward implementation of the Youth Engagement and Progression Framework by 14th March 2014. This action plan should be developed in the context of other Local Authority plans and strategies such as your NEET's strategy, Children and Young People's Plans and Single Integrated Plans, this is not an exhaustive list. Strong strategic leadership from local authorities has been a critical part of successful implementation in those areas which have been successful at reducing the numbers of young people who are not in education, employment or training. The Welsh Government will allocate a key contact to each LA to discuss with their LA nominated accountable officer the LA plan for implementation of the framework and review their progress.

Link to Tackling Poverty Action Plan

Welsh Government set out its on-going commitment to Tackling Poverty by prioritising the needs of the poorest and protecting those most at risk of poverty and exclusion in the 'Tackling Poverty Action Plan 2012-2016'. A key part of that plan was a

commitment to reduce the number of young people who are not in education, employment and training (NEET). New targets were set out in the plan and re-affirmed in the Youth Engagement and Progression Framework to:

- Reduce the numbers of NEETs aged 16 - 18 to 9% by 2017
- Reduce the proportion of young people aged 19-24 who are NEET in Wales relative to the UK as a whole by 2017

The Deputy Minister for Tackling Poverty wrote to all Local Authority Anti-Poverty Champions on the 7th October asking them to focus on two priorities of the refreshed Tackling Poverty Action Plan. The letter was copied to Local Authority Chief Executives and included a priority to focus on reducing the number of young people who are not in education, employment or training aged 16-18. This fits with the completion of the action plan.

Evaluating implementation of the framework

We are committed to undertaking an evaluation of the youth engagement and progression framework in order to understand the effectiveness of the implementation of the plan both at national and local level. We will develop and share detailed proposals for the evaluation but we expect to commission independent research at an early stage to evaluate the effectiveness of the implementation of the plan and delivery of the milestones and later, to evaluate the impact of the framework following the two year implementation process. This will help to ensure lessons from the evaluation will be used to improve the implementation of the plan throughout its life. We would also like to explore with local authorities how they can best support the evaluation that we will be commissioning and how it will link into any LA - planned evaluations.

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Identifying young people most at risk of disengagement

Action	What is your Local Authority currently doing?	What are the challenges?	How are you going to take the work forward?
<p>Develop an approach to early identification of young people at risk of disengagement including what indicators, thresholds and data to use, when to start and who else needs to be involved by March 2014.</p>	<p>The recent publication 'Identifying Young People at Risk of becoming NEET' has been used as guidance to identify factors of concern which are reliable indicators of potential NEET. The VOGC has been reviewing a suite of indicators which can be used to establish an early identification system. Factors include attendance, attainment, behaviour (exclusion) ALN, disability or illness, LAC, and reading and maths scores</p>	<ul style="list-style-type: none"> • Ensuring the data is reliable and can be correlated against historical data on NEET. • To ensure that all parts of the education department can see the benefits in the collation of the data and use it to the greatest effect. • The development of information sharing protocols with partners. • Ensuring that Head teachers buy into the system and contribute additional information. • Developing appropriate provision for those identified at risk. • Ensuring all information is used to best effect in a synergised way. 	<ol style="list-style-type: none"> 1. Working with Data teams on most reliable coefficients of data. 2. Holding YEPP awareness meetings and information sharing meetings. 3. Developing pilot trial of system before September roll out. 4. Develop YEPP information sharing protocol using existing networks. 5. Develop intervention and impact recording system for use by lead workers. 6. Develop ISP with partners and training providers.
<p>Discuss outcomes from pre-16 early identification with schools to agree levels of risk and inform identification of needs.</p>	<p>Head teachers have been made aware of the YEPP. The YEPP Coordinator will be holding meetings with secondary school Head teachers to engage them in the development of the EI system, outcome framework and how improvement is measured.</p>	<ul style="list-style-type: none"> • Ensuring Head Teachers can see the benefits in contributing to the YEPP. • Establishing access to appropriate provision for schools once those at risk have been identified. 	<ol style="list-style-type: none"> 1. Look at other regional partners work and review best practice. 2. Develop YEPP Steering groups to assist in developments.

		<ul style="list-style-type: none"> Identifying outcome framework which can be applied across all schools. Developing a tool to ensure measuring intrinsic and extrinsic learner achievement through an outcome framework is evident. 	<p>3. Ensure outcomes are achievable, and are beneficial to the learner.</p>
<p>Determine how pre-16 early identification outcomes are shared with post-16 providers.</p>	<p>The council is developing its information sharing protocols to ensure transition at 16 for learners is more synergised. The council is looking at its grant funding to ensure more support is available for young people in transition at 16. The council is using its NEET strategy Action Plan to ensure that post 16 provision is improved.</p>	<ul style="list-style-type: none"> Improving employment opportunities for young people in the Vale of Glamorgan with local businesses. Ensuring training provision for young people is practical and can lead to employment. Improve transport links for young people to areas of education employment or training. Ensure that young people identified at risk of becoming NEET are tracked and relevant information on learners is shared to ensure the Youth Guarantee can be achieved. Appropriate funding of support staff to ensure the post 16 transition is successful. 	<ol style="list-style-type: none"> 1. Improve engagement with employers through the Learning and skills Partnership 2. Ensure information sharing protocols are monitored and appropriate information is passed to providers.

Better brokerage and coordination of support

Action	What is your Local Authority currently doing?	What are the challenges?	How are you going to take the work forward?
<p>Develop local proposals for allocating lead workers, including consideration of existing funding and resources. This will be in partnership with local stakeholders by December 2013. Identify whether you intend to start in first wave (April 2014) or second wave (September 2014).</p>	<p>The local authority will aim to commence work using the framework by September 2014. Local proposals for Lead workers at present include Careers Advisors, Youth Workers, Education Welfare officers, school liaisons and specialist Teachers Lead worker awareness day to be held in February</p>	<ul style="list-style-type: none"> The YEPF may be seen as a negative change by adding another layer of complexity to an already stretched workforce. Ensuring that student/learner information is shared and that all partners are working together in an holistic approach. 	<ol style="list-style-type: none"> Develop key worker awareness of the YEPF Look at the training needs of those identified as lead workers Develop communication and monitoring tools of lead workers
<p>Develop and agree plans for identifying and operating lead workers with Welsh Government and Careers Wales (for those in first wave) by the end of February 2014. If in second wave, proposals need to be in place by July 2014.</p>	<p>Discussion with Careers Wales has begun on the development of lead workers and information sharing Further discussion to be held in February 2014. WG has identified a key support worker for the Vale of Glamorgan.</p>	<ul style="list-style-type: none"> Identifying lead workers in the school environment. Developing local training platform so a standardised approach to the lead worker role is taken. Ensure all partners are aware of the lead worker role and its responsibilities within the YEPF. 	<ol style="list-style-type: none"> Holding awareness days for lead workers Developing working groups to engage with lead workers on the sharing of information and appropriate monitoring and tracking systems
<p>Develop appropriate data sharing arrangements to ensure that information about young people is appropriately safeguarded and</p>	<p>WASPI agreements produced Careers Wales and Youth Services MoU in draft form. Providers being asked to adopt LA</p>	<ul style="list-style-type: none"> Getting all partners to agree to the development of WASPI has been problematic 	<ol style="list-style-type: none"> Have WASPI agreement in place by 31/3/2014

managed between delivery and support partners.	safeguarding policies	
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Stronger tracking and transitions of young people through the system		
Action	What is your Local Authority currently doing?	What are the challenges?
Local Authorities and schools join up school level tracking with early identification processes by September 2014.	Head teachers have been made aware of the YEPF. The YEPF Co-ordinator will be holding meetings with secondary school Head teachers to engage them in the development of the EI system, outcome framework and how improvement is measured	<ul style="list-style-type: none"> Maintaining a dialogue with schools through regular feedback and not making the framework a burden on schools.
Ensure that the Engagement and Progression Coordinator works with schools, reviews the progress being made by students on a termly basis and ensure an effective system is in place for tracking young people with an unknown status.	The designated lead officer meets with Head teachers regularly. The YEPF steering group will be established in early January and will meet termly to review those at risk and establish appropriate interventions. We will also have completed provision map and provision will be matched into the 5 Tier model. CW and LA staff working in tandem to identify those at risk	<ol style="list-style-type: none"> 1. Regular feedback to schools 2. Engage schools in the development of the EI model 3. Ensure schools have feedback on impacts of interventions made after EI on young people

Ensuring provision meets the needs of young people

Action	What is your Local Authority currently doing?	What are the challenges?	How are you going to take the work forward?
<p>Produce a baseline map of education, training and re-engagement provision mapped against the Careers Wales five tier model by March 2014 and update the provision map annually.</p>	<p>Map of provision being reviewed and will be completed by March 2014</p>	<ul style="list-style-type: none"> • Ensuring providers are aware of the purpose of the mapping task. • Develop appropriate provision which can be used in school for those at risk. 	<ol style="list-style-type: none"> 1. From mapping develop directory of provision services 2. Monitor providers and ensure young people achieve necessary and agreed outcomes 3. Ensure providers are appropriately trained and have safeguarding measures in place 4. Work in partnership with Careers Wales on work experience providers list
<p>Engage with all providers to ensure they are developing and delivering an appropriate mix and balance of provision.</p>	<p>Being addressed in the mapping of provision task</p>	<ul style="list-style-type: none"> • Continual monitoring of providers to ensure young people have good opportunities to progress and that the differences in organisational priorities and funding complexities have negligible impact of the YEPP. 	<ol style="list-style-type: none"> 1. Consult with young people on their aspirations for employment and careers. 2. Inform local EET providers on the feedback of young people. 3. Regular monitoring through the NEET

<p>strategy on the impact and outcomes achieved by training providers on young people.</p> <p>4. Ensure EET providers share information with each other and the LA on the progress of young people.</p>				
<p>1. Ensure all local Youth Providers have an awareness of the Youth Guarantee through the VYPN.</p> <p>2. Ensure CWVYS have an input into quality standards with the Voluntary sector.</p> <p>3. Continually support the WFD of the EET providers in line with the needs of young people through the CYP training plan.</p>	<p>Ensuring Vale Youth Providers Network buy into the YEPP and are willing to contribute to the Youth Guarantee</p> <ul style="list-style-type: none"> Regularly meet with local organisations to monitor progress against the Vale Youth Support Strategy and how it complements the YEPP. 	<p>Vale Youth Providers Network have been made aware of the Youth Guarantee</p>	<p>Work with a range of local organisations to support an effective implementation of the youth guarantee (across a number of LA's by September 2014 with a full national roll out from September 2015).</p>	<p>Engage with organisations tendering to deliver traineeships to ensure that their planned provision meets local needs by April 2014.</p>
<p>1. Ensure the Employment and Skills group in the VOG are aware of the YEPP.</p> <p>2. Engage the ESG in the development of</p>	<ul style="list-style-type: none"> Attracting appropriate businesses to the Vale who are willing to offer young people EET 	<p>Local business when establishing operations in the Vale are encouraged through the regeneration division to make employment available for local people and to take on apprenticeships.</p>		

				<p>the YEPP</p> <p>3. Ensure that local strategies on the development of business and the local economy include opportunities for young people to access employment and training.</p>
<p>Analyse existing provision against need to identify gaps, unmet provision and duplication and influence providers based on this.</p>	<p>Being addressed through the mapping task.</p>	<p>Continual monitoring of providers to ensure young people have good opportunities to progress and that organisational priorities and funding complexities have negligible impact of the YEPP.</p>		<p>1 From mapping develop directory of provision services. 2 Monitor providers and ensure young people achieve necessary and agreed outcomes. 3 Ensure providers are appropriately trained and have safeguarding measures in place. 4 Work in partnership with Careers Wales on work experience providers list.</p>
<p>Ensure effective provision for different groups of young people.</p>	<p>Being addressed through the mapping task.</p>	<p>Continual monitoring of providers to ensure young people have good opportunities to progress and that organisational priorities and funding complexities have negligible impact of the YEPP.</p>		<p>1. Ensure issue with equality and diversity are included in the mapping process and are incorporated into a directory of services</p>

		Ensure that provision is available for young people who have specific needs. E.g. SEN, LAC, travellers.	
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Strengthening employability skills and opportunities for employment

Action	What is your Local Authority currently doing?	What are the challenges?	How are you going to take the work forward?
Take a strategic approach to workforce planning and tackling youth employment making use of programmes where available.	The CYPP has a strategic approach to the young people workforce development. The Learning and Skills department also has a strategic approach to workforce CPD through its service planning mechanisms. The Learning and Skills Partnership has an Employment and Skills sub group which ensure new and prospective employer's link their skill requirements to college curriculum and EET provider's offers.	Ensuring any CPD is relevant to the needs of young people and not just the organisation.	<ol style="list-style-type: none"> 1. Ensure the ESG sub group contributes through the NEETs Strategy to the YEPF. 2. Ensure an appropriate needs analysis is conducted regularly to inform any training programme development. 3. Ensure there is a coherent needs based approach to the development of the young people workforce.

Greater accountability for better outcomes for young people

Action	What is your Local Authority currently doing?	What are the challenges?	How are you going to take the work forward?
Engage bi-annually with Welsh Government.	Lead officer assigned by WG and local authority contact assigned to keep regular flow of information	<ul style="list-style-type: none"> • Ensuring the progress of young people is measured and can be presented in 	<ol style="list-style-type: none"> 1. Programme of regular meetings scheduled with WG officials.

	available	appropriate forms.	2. Regular feedback on developments via reports to WG.
Allocate a senior leader to take overall responsibility for the framework by November 2013 and Engagement and Progression Co-ordinator.	The Vale of Glamorgan Council Youth service is being restructured to ensure a sufficiently senior officer is in place to assume the role. However the role will require support and the development of Engagement and Progression Development role is envisaged.	<ul style="list-style-type: none"> To restructure youth services and have operational platform by September 2014 To ensure and E&P Co-ordinator is in place February 2014 To establish and Engagement and Progression Development Officer 	<ol style="list-style-type: none"> Senior officer appointed to take up the EPC role. Appoint Engagement and Progression Officer to monitor and measure the impact of the YEPP.
How will you ensure that young people have a strong influence on your plans?	The NEET Strategic group have authorised a consultation process with young people on the provision available to them and their aspirations for employment.	<ul style="list-style-type: none"> Ensuring the results of any consultation are fed back to young people and ensuring that any change made as a result of their participation is shared with them. 	<ol style="list-style-type: none"> Social media platforms being developed. Consultation completed by March 2014.
Are you taking forward a consortia approach to implementation of the framework and if so how?	There is no consortia approach at present, but we are prepared to do so if regional strategies and priorities change.	The challenge is to know what regional partners are doing in relation to this matter and if they are willing to share.	<ol style="list-style-type: none"> Engaging with regional partners and sharing best practice. Investigating if a regional approach is appropriate and making a judgement on whether a longer term plan is needed.

Other areas to consider

Action	What is your Local Authority currently doing?	What are the challenges?	How are you going to take the work forward?
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<p>Do you have any plans to evaluate the impact of your action plan and if so how?</p>	<p>The LA has made the reduction of NEET a corporate objective. The LA will be developing an evaluation tool alongside the destination survey from Careers Wales to gauge the impact of its NEET Strategy</p>	<p>To ensure interventions are recorded and the impact of intervention is evaluated in a consistent and standard way.</p>	<p>The Council is conducting a review of its MIS tools and being innovating and creative in its use existing tools to complete this function.</p>
<p>The Welsh Government is going to be undertaking an evaluation on processes, engagement and implementation. Do you have any questions that you would like included in the WG evaluation?</p>		<p>How we ensure that a consistent way of commissioning provision is adopted across the authority and within schools? What data will be collected? How we measure how effective the collaboration is between organisations, schools and council departments?</p>	<p>Through the PYO group for Wales there has been regular contact with WG officials and ministers. This will continue in the development phase.</p>
<p>How do you intend to share learning from the implementation of the framework with other Local Authorities?</p>	<p>The local authority shares good practice and evaluates its impact with learners through the Joint Education Service for the Central South Region. The LA will also share its Youth Engagement Strategy and Framework plans with regional consortia in line with the model for Education services for Wales.</p>	<ul style="list-style-type: none"> • Avoiding duplication of intervention services. • Avoiding regional partners working in the same way with the same young people/learners. • Ensuring that public finances within regional arrangements are used to most and best effect. 	<ol style="list-style-type: none"> 1. Through the Chief Learning and Skills officer progress can be shared within regional partnerships. 2. Development and progress of the YEPP will also be reported to the CYP, LSP, LSB, and elected members.
<p>How will you ensure that the right strategic and operational leadership is in place?</p>	<p>The local authority has a strategic approach through its NEET strategy action plan. The LA has also incorporated the reduction of</p>	<p>Maintaining the high profile of the NEET strategy.</p>	<ol style="list-style-type: none"> 1. The reduction of NEET has a high priority in the LA. It has set corporate

	<p>NEET into its Improvement Objectives. The Learning and Skills Directorate is leading on the reduction of NEET and a Head of Service chairs the NEET strategy Group which comprises key partners.</p>		<p>improvement measures against the YEPF.</p> <ol style="list-style-type: none"> The Learning and Skills DMT will ensure a strategic approach is taken and that the appropriate amount of senior support is available
<p>How do you intend to join up with your Local Authorities anti-poverty champion?</p>	<p>The leader of the council (anti - poverty champion) and the cabinet will receive regular reports on the progress of the YEPF, also the Corporate Management team will be monitoring the impact of the framework.</p>		<ol style="list-style-type: none"> Through the Chief Learning and Skills officer progress can be shared within regional partnerships. Development and progress of the YEPF will also be reported to the CYPP, LSP, LSB, and elected members.
<p>How will you consider the importance of Welsh language needs of young people in implementing the framework?</p>	<p>The WESP Plan for the authority sets out the level of Welsh support available to young people via the Urdd and VOG youth services. The authority has also completed a NEET equality Impact Assessment</p>	<p>Ensuring we have sufficient lead workers who can communicate through the medium of Welsh.</p>	
<p>How will you sustain this work beyond the implementation plan?</p>	<p>Currently development of the YEPF has had a positive response across the council. Colleagues are seeing the benefits of a co-ordinated and collaborative</p>	<p>Maintaining a level of monitoring within reduced funding levels.</p>	<ol style="list-style-type: none"> Embed the YEPF into sustained practice within the LA. Make the YEPF part of the fabric of the

	approach.		education and youth support services in the LA.
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Date: 06.02.14

