

Halton 14-19 Programme Team
Education, Inclusion and Provision Department
People Directorate

14-19 Work Priorities
2017 -2020

2018 Review of work priorities

Work priorities

The work priorities for the 14-19 Programme Team, identified from the Strategic Analysis, have been grouped by the statutory duties the local authority is required to meet:

1. Secure sufficient suitable education and training provision for all young people aged 16 to 19 and for those up to age 25 with a learning difficulty assessment (LDA) or Education, Health and Care (EHC) plan.

Work area	Key Milestones	Progress 2018	Going forward into 2019
<p>a. Share information with Post 16 Education Institutions in the borough about the cohort size across the next three years and the current range of provision available across Halton.</p>	<p>Post 16 Education Institutions plan for the anticipated growth from 2020, including consideration of how to extend the range of provision available and sustain the curriculum offer until 2020.</p> <p>Post 16 Education Institutions work with the 14-19 Programme Team and each other to share their considerations and potential planning for sustainability up to and delivery from 2020.</p>	<p>Meetings taken place with providers Autumn 2017 and Autumn 2018, focus in particular on current offer and progression.</p> <p>Review of numbers entering work based learning provision shows approximately 200 young people access this type of provision annually, therefore the increase in cohort size by 2020 could mean only a small increase for work based learning provision.</p> <p>The 14-19 Programme Manager responsible for working with providers has been effective in maintaining dialogue with providers in the borough and any providers looking to expand into the borough, and through this work</p>	<p>Actions:</p> <p>Review cohort information again and check for any updated data projecting beyond 2020.</p> <p>14-19 Programme Manager to maintain communications with providers to continue to encourage new provision that complements the borough's current provision as well as maintaining communication about each provider's current sustainability, offer and progression routes.</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
		<p>has been able to secure one new provider in 2018.</p> <p>Ofsted's clarification on its role in inspecting providers subcontracted by FE Colleges has had an effect on provision in Halton with one provider leaving the borough due to a reduced contract from FE College.</p>	
<p>b. Present data and information to the Liverpool City Region (LCR) Area Based Review (ABR) Strategic Planning and Oversight Group (SPOG) about the current limited range of provision available in Halton Post 16 and the potential growth in the Post 16 cohort by 2020.</p>	<p>Post 16 Education Institutions across the Liverpool City Region aware of the potential growth opportunities in Halton by 2020.</p> <p>LCR ABR SPOG aware of support needs for Post 16 Education Institutions to deliver within Halton with consideration given to methods to support provision where there are limited numbers in the cohort.</p>	<p>A NEET task and finish group was set up to report into the LCR ABR SPOG group and information was provided into that group about the number of NEET in Halton and where there were clusters of NEET. The group reported back to the main LCR ABR SPOG group and the task and finish group is now dissolved. It has not been possible to identify a resource to support new provision where there are limited numbers in the cohort. Individual work at borough level as identified in 1.a. above will continue.</p>	<p>Actions:</p> <p>Maintain overview of LCR activities to be aware of any future opportunities to raise issues.</p>
<p>c. Share information with Post 16 Education Institutions about the level of attainment</p>	<p>Post 16 Education Institutions recognise the need to plan additional support for vulnerable</p>	<p>14-19 Programme Manager's discussions with work based learning providers has identified</p>	<p>Actions:</p> <p>14-19 Programme Manager reviewing what</p>

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<p>in the borough, in particular attainment of vulnerable groups.</p>	<p>groups, particularly within the level 1 cohort.</p>	<p>that they receive pupil level information about young people who have had SEND support in school but no further details about their needs.</p>	<p>further information can be shared automatically through SIMS or other routes.</p>
<p>d. Track the Special Educational Needs and Disabilities (SEND) cohort 19-25 years old who have an Education, Health and Care plan and identify their current and future provision needs, including a review of the 18 year old cohort's needs.</p>	<p>14-19 Programme Team have a database of the 19-25 year old cohort, relevant to the statutory duty.</p> <p>14-19 Programme Team and SEND Department have an analysis of current SEND education provision being accessed Post 19.</p> <p>14-19 Programme Team and SEND Department have an analysis of the future education needs of 18 year olds, which is then used to discuss provision with Post 16 Education Institutions and Adult Social Care.</p>	<p>14-19 Programme Manager responsible for Vulnerable Groups has renewed the work of the SEND Tracking Group focusing on those transitioning into Post 16 education from Year 11 and other transition points for those who are 16-25 years old with an Education, Health and Care Plan (EHCP)</p> <p>From the 2018/19 academic cohort of 257 young people aged 16-25 with an EHCP there are only 24 young people whose activity is not known to the authority. Due to GDPR requirements in future it will be necessary to delete young people aged 19-25 with an EHCP from the 14-19 Team database once they leave education or training and have no plans to return.</p> <p>Current SEND recording processes doesn't allow for</p>	<p>Actions:</p> <p>Maintain review of 19-25 cohort and membership of Tracking Group.</p> <p>Consider how to capture progression data before needing to delete records from 14-19 database.</p> <p>Maintain dialogue with SEND team about provision requirements and future developments in recording processes.</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
		identification of future needs for provision planning purposes.	
<p>e. Work with the Local Authority SEND department to identify how the High Needs Students Assessment Framework should be developed to reflect High Needs commissioning pre 16.</p>	<p>Halton Local Authority follows a consistent commissioning process for High Needs places across 0-25 age range.</p>	<p>LCR Common Commissioning documentation introduced for Post 16 provision, shared with providers used by Halton for use in 2018/19.</p> <p>New Placements Division being set in within Council who will manage Pre 16 SEND placements. Additionally review of SEND taken place and outcomes/next steps due to be reported in 2019, alongside appointment to vacant SEND Divisional Manager post.</p>	<p>Actions:</p> <p>Work with new SEND Divisional Manager to develop a process for High Needs place funding across 0-25 age range.</p>
<p>f. Work with Post 16 Education Institutions delivering traineeships to ensure young people have a clear progression route and plan post completion.</p>	<p>Reduction in the number of young people who re-join the cohort of young people not in education, employment or training post completion of a traineeship.</p>	<p>This formed part of the discussion with providers in autumn meeting about progression through courses.</p> <p>Identified an issue with the quality of data about young people studying Traineeships as when progressing within a provider there won't be a change to the course information provided to the LA.</p>	<p>Actions:</p> <p>Clarify quality of information held about Traineeships and whether further work needs to take place in relation to what's given to the LA and how that is recorded.</p>

2. Make available to all young people support that will encourage, enable or assist them to participate in education or training.

Work area	Key Milestones	Progress 2018	Going forward into 2019
<p>a. Link with services available in Halton what provide support and guidance to young people, including the SEND Department, the Virtual School, the Youth Offending Service and Social Services.</p>	<p>14-19 Programme Team aware of other services and able to plan use of resources effectively so that there is no duplication of resource.</p> <p>14-19 Programme Team able to offer guidance about provision to the Virtual School in their role to support Care Leavers up to 25 years old.</p> <p>14-19 Programme Team able to use the relationship other services have with young people to develop joint working and encourage participation.</p> <p>Services that work with young people aware of the 14-19 Programme Team's work and know how to refer a young person to the Team.</p>	<p>Met with a number of services to share information about each other including:</p> <ul style="list-style-type: none"> • New School Nurses programme • Community Connectors • New Divisional Manager for Early Intervention • New Divisional Manager for Children in Care and Care Leavers • Health Improvement Team • Housing Associations • Household into work team • NHS Early Intervention team <p>Increased links with YOS by allocating a Young People Caseworker to be based in YOS 1 day a week.</p> <p>A Young People Caseworker attends the Virtual School's Post 16 Pupils Causing Concern meetings so support for young people can be coordinated across services. As of December 2018 81% of</p>	<p>Actions:</p> <p>Once new Divisional Manager in place for SEND meet to discuss work between both teams, including addressing the issue of POST 16 NEET with or without EHCPs.</p> <p>Meet with Behavioural Support Service and explore potential links.</p> <p>Review CIC and CL performance quarterly and report into Children in Care Partnership Board.</p> <p>New members of staff within other teams – do we need to be doing update sessions to make sure all staff aware of who we are?</p> <p>Report to Young Carers Group autumn 2019.</p> <p>Maintain 1 day a week extra support for YOS.</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
		<p>the Children in Care (CIC) cohort (16 & 17 year olds) were in education, employment or training (EET) and 73% of the Care Leavers' cohort (18-19 year olds) were EET.</p> <p>An annual report is presented to the Young Carers' Strategy Group. The autumn 2018 report noted 21 young people 16-18 year old recorded as a Young Carer on the 14-19 Team database with 12 of those in education, employment or training.</p> <p>Many examples of joint visits with other services that have allowed 14-19 team to provide appropriate intervention.</p>	
<p>b. Use Young People Caseworkers to identify the needs of young people who are not participating and to plan appropriate intervention.</p>	<p>All young people who are not in education, employment or training have an allocated Young People Caseworker and appropriate intervention has been identified and actioned for each young person.</p>	<p>All NEET young people 16 -19 year olds have an allocated Young People Caseworker (YPCW). YPCW cohort size averages to approximately 56 young people each, with a significant increase for three months when Year 11 pupils are case loaded. There is currently a YPCW vacancy so</p>	<p>Actions:</p> <p>Recruit to the Young People Caseworker vacant post.</p> <p>Analyse the 5th Caseworker cohort to identify the most common</p>

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		<p>three YPCWs are carrying the caseload of four people.</p> <p>The support provided to the YOS service and young people within that service isn't counted within caseload numbers above.</p> <p>Approximately 11 young people are added to each caseload monthly, except in summer term when an additional 51 young people are added to each caseload because of the Year 11 cohort.</p> <p>Where a young person isn't ready to consider participation for personal/health reasons, or where they have refused all forms of contact/support they are allocated to the 5th Caseworker cohort, with a timescale agreed for when they need to be reviewed. The 5th Caseworker cohort is periodically checked to ensure no review points are missed.</p>	<p>reasons for young people being placed here.</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
c. Provide careers information, advice and guidance for young people who are not in education or training and for whom this has been identified as a need.	Commission a service that has the appropriate experience to provide careers information, advice and guidance to young people in Halton who are not already participating in education or training, and who have been referred by the Young People Caseworkers.	Jointly commissioned a Careers Service with other Liverpool City Region authorities in order to gain efficiencies in costs as part of a larger contract. Previous provider won the contract and therefore the expertise of staff who have worked in the borough for several years have been maintained.	Actions: Continue monthly reviews of service and Quarterly Contract review meetings.
d. Maintain a social media presence to provide up to date career opportunities and information about where young people can access careers support.	Young people who are not in education, employment or training use the social media platform to gain information about opportunities and to contact the 14-19 Programme Team for support.	Facebook platform used to post information about education, training and job opportunities as well as support services available in Halton. 390 young people are linked to Caseworkers via Facebook.	Actions: Review data on Facebook usage and consider further expansion into other platforms.
e. Identify any patterns in the barriers young people who are not in education, employment or learning present with.	Identification of commissioning needs or services already available to coach young people who require support to overcome barriers to participation.	Most common issues are: <ul style="list-style-type: none"> • Low level mental health • Teen pregnancy rising • Offences of a serious nature, e.g. sexual offences or knife crime, that result in local providers refusing to offer a place to a young person 	Actions: Use review of 5 th caseworker cohort to compare with current issues raised. Analyse the NEET cohort across the 3 month average period (Dec – Feb) to identify those who

Work area	Key Milestones	Progress 2018	Going forward into 2019
			<p>remain NEET across all three months and what their barriers are.</p> <p>Engage in the new Teenage Pregnancy Operational group.</p> <p>Maintain awareness of services available to young people that may be able to support those in the NEET cohort.</p> <p>Maintain discussions with new and existing providers about support they can offer to accommodate young people with criminal offences.</p>
<p>f. Work with the Local Authority Education Welfare Team so that all Year 11 pupils electively home educated are known to the 14-19 Programme Team.</p>	<p>Every electively home educated Year 11 pupil has access to careers support and guidance through the 14-19 Programme Team if they choose to accept it.</p>	<p>Young People Caseworker with responsibility for Electively Home Educated young people visited all Year 11 pupils. Of the 15 pupils who still live in the borough 10 were EET in December 2018, 66.7%.</p>	<p>Actions:</p> <p>Maintain relationship with Education Welfare team and visit every electively home educated Year 11 pupil to offer careers support.</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
<p>g. Work with Family Nurse Partnership (FNP) and Children's Centres to offer support to teenage mums.</p>	<p>FNP nurses able to refer teenage mums to the 14-19 Programme Team when young person ready to consider education or training.</p> <p>Able to encourage teenage mums, both through direct contact with the 14-19 Programme Team and via FNP nurses, to access the Children Centres in Halton, where they can then be exposed to and encourage to consider courses available through the Adult Learning programme that are also suitable for young people.</p>	<p>Young People Caseworker with responsibility for Teenage Parents has good working relationship with FNP nurses and will receive regular updates. Nurses will also facilitate contact with 14-19 Team if/when young person ready to consider participation.</p> <p>Young People Caseworker with responsibility for Teenage Parents has been visiting teenage parents alongside the commissioned Careers Service to build up a relationship with the young person face to face, allowing communication via telephone/social media to be easier post the initial meeting.</p> <p>Meeting with new Divisional Manager for Early Intervention taken place to discuss engagement of teenage parents in activities taking place in Children Centres in Halton, including the Adult Learning offer.</p>	<p>Actions:</p> <p>Review progress since discussion with Early Intervention DM and take action as appropriate.</p> <p>Carry out periodic reviews of the teenage parent cohort to build further information about the cohort makeup.</p> <p>Career service staff to attend events targeted at teenage parents in Children's Centres to engage with young people there.</p> <p>Young People Caseworker to continue joint home visits with Careers Service to meet teenage parents.</p> <p>Continue discussions with Bridgewater to identify if data about teenage pregnancies/birth can be shared with the 14-19 team.</p>

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		<p>In September 2018 fifty six young people were identified as either pregnant, a teen mum or a teen dad. 46.4% of those were in education, employment or training.</p> <p>Meeting has taken place alongside other Council colleagues with Bridgewater to discuss the information received by the Council about teenage parents.</p>	
<p>h. Promote Apprenticeship opportunities through social media, through Liverpool City Region supported websites and by supporting the work of the Liverpool City Region (LCR) Apprenticeship Hub.</p>	<p>Young people who are in contact with the 14 -19 Programme Team through social media are aware of live Apprenticeship opportunities in the local area.</p> <p>Young people are able to access information about Apprenticeships as a progression option.</p>	<p>Very regular sharing of apprenticeship opportunities through Facebook takes place.</p> <p>Support given to LCR Apprenticeship Hub to make contact with the most appropriate persons in schools.</p> <p>8 out of 9 schools attended the LCR Apprenticeship Hub Skills Show in summer 2018.</p>	<p>Actions:</p> <p>Continue frequent sharing of apprenticeship opportunities.</p> <p>Maintain support for LCR Apprenticeship Hub to offer events for school age pupils.</p> <p>Support the LCR Apprenticeship Hub Skills Show in Halton in March 2019.</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
i. Track 18 year olds so their activity is known and those who are not in education, employment or training can be identified.	In addition to the statutory duty to track 16 and 17 year olds by tracking 18 year olds the 14-19 Programme Team will attempt to engage any young person not in education, employment or training and offer support to encourage participation.	Due to staff shortages and resource reductions there are still four hundred 18 year olds whose activity is not known to the authority in December 2018.	Actions: Continue work to track 18 year olds during January 19 – March 19.
j. Support schools and provision in their statutory duty to provide careers information, advice and guidance	Expertise within and links to the 14-19 Programme Team is used to benefit the knowledge and practice within schools. This works as a preventative measure as quality careers information, advice and guidance in schools will support young people making good progression choices and therefore maintain positive Post 16 destination choices.	LCR information shared with schools. Support LCR organisations to make correct contact in schools. Maintain an overview of activity in schools. Shared overview with Head teachers, Chairs of Governors and Careers Leader for each school. Checked each school has their Careers Plan online, as should be from September 2018 and followed up with the one school where the information could not be found online.	Actions: Continue supporting, tracking and reporting on LCR activity in schools. Report to PPB annually on progress against recommendations from the scrutiny topic. Amend the documentation used in discussions with schools to include 6 th form data where appropriate. Request September Guarantee information from schools earlier in the school year to be able to highlight back to schools those without an offer.

Work area	Key Milestones	Progress 2018	Going forward into 2019
		<p>14-19 Programme Managers met with schools to discuss their September Guarantee and NEET figures and how their Careers offer in school can positively support young people's transition.</p> <p>Careers guidance formed part of a Policy and Performance Board (PPB) scrutiny topic, which concluded in 2018. Outcomes of the scrutiny include all Director reports to Governors to have a Careers item included and a check to be carried out that each school has a named Careers Leader and a published Careers Plan.</p>	

3. Promote the effective participation in education and training of 16 and 17 year olds with a view to ensuring that those persons fulfil the duty to participate in education or training.

Work area	Key Milestones	Progress 2018	Going forward into 2019
<p>a. Maintain the NEET Young People Vulnerable Group to allow institutions to present to the group for support any young person at risk of not progressing in education from one academic year to the next.</p>	<p>Any young person known to be at risk of not progressing has been identified and agreed actions to support the young person are in place.</p> <p>A database of all referrals to the group is maintained and all agreed actions and outcomes are tracked and monitored.</p>	<p>All schools in the borough referred young people this year, as well as the Youth Offending Service, Education Welfare, SEND service, Halton Virtual School and from Social Services via Working Together Meetings. A total of 204 Year 11 pupils were referred, a considerable increase on 140 in 2017/18. In November 2018 82% of those pupils referred were in education, employment or training.</p> <p>Coaching Service identified a barrier for some young people in that they don't have a bank account, don't know their National Insurance Number and have limited or no Identification Documentation.</p>	<p>Actions:</p> <p>Manage schools prioritising the cohort referred in 2018/19 to reduce overall number of referrals. Encourage schools to support other learners before considering a referral to the group.</p> <p>Ask schools to identify those young people most at risk of not having identification documentation/bank account and provider support to help them secure these.</p> <p>Review the membership of the group to ensure it is still appropriate.</p> <p>Carry out an analysis on the destination of the 2017 NEET VG cohort and whether they have</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
			<p>transitioned into EET one year later.</p> <p>Cross reference those referred to the NEET Vulnerable Group in 2018 with those 16 year olds who are NEET during the 3 month average period from December 2018 to February 2019.</p>
<p>b. Provide schools with a summary of their performance in meeting the September Guarantee duty, their pupils meeting the Raising the Participation Age Participation requirements and the number of the previous Year 11 cohort who are not in education, employment or training since leaving school.</p>	<p>Annual discussion takes place with schools about the performance information and any good practice to continue/share with others or any issues that need to be addressed.</p> <p>Information is shared with the School Improvement Team to inform their discussions with the Senior Leaders of schools.</p>	<p>Meeting requests with schools increased to two times a year, autumn and summer terms, although not all schools were able to meet during summer term 2018.</p> <p>In 2018 only 9 Year 11 pupils have been recorded as not having a September Guarantee, a reduction from 15 in 2017. There are 78 Year 12 pupils recorded as not having a September Guarantee offer, an increase from 73 in 2017. The overall percentage for Halton remains stable at 96.9% of 16 and 17 year olds with an offer of education or training for September 2018.</p>	<p>Actions:</p> <p>Continue to request meetings with those schools who have yet to agree/confirm a meeting since summer term 2018.</p> <p>As previously noted:</p> <ul style="list-style-type: none"> - Request September Guarantee information from schools earlier in the school year to be able to highlight back to schools those without an offer. - Amend the documentation used in discussions with schools to include 6th form data where appropriate.

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		<p>In March 2018 (where the annual measure is taken) 90.8% of Halton's 16 and 17 year olds were in education or training. This is a slight reduction from 90.9% in 2017. There were a total of 103 young people in employment without training, an increase of 8 young people from 2017.</p> <p>Changes to School Improvement Team links with schools means only one member of the team meets with one secondary school, information about that school is shared.</p>	
<p>c. Work with services providing information, advice and guidance to support 16 and 17 year olds to seek education or training opportunities, not work that has no training attached.</p>	<p>All services providing information, advice and guidance to 16 and 17 year olds seek to encourage employment opportunities that offer training and therefore the opportunity for further progression in the future, rather than simply paid work.</p>	<p>As the data in 3.b. demonstrates there is a continued increase in the number of young people who are accessing employment without training. Whilst this give a positive destination compared to being NEET it</p>	<p>Actions:</p> <p>Review participation data to identify how many of the Year 13 cohort are 18 years old and therefore eligible to be in</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
		<p>limits a young person's ability to progress in their career.</p>	<p>employment without training.</p> <p>Review the data on employers to look for any specific companies who employ young people without training and identify what type of work that is.</p> <p>Review the cases of the 6 young people who left apprenticeships for employment without training to identify if we know the reason why.</p>

4. Make arrangements to identify 16 and 17 year olds who are not participating in education or training.

Work area	Key Milestones	Progress 2018	Going forward into 2019
<p>a) Maintain a tracking service to identify the participation activity of all 16 and 17 year olds.</p>	<p>Education providers are aware of their statutory duty to submit Learner starts/leavers information to the Local Authority and know how to do this in Halton.</p> <p>All 16 and 17 year olds who are not participating in education or training are identified and linked to a Young People Caseworker for intervention.</p> <p>All monthly Department for Education (DfE) reporting requirements are met.</p> <p>Jointly commission with Liverpool City Region local authorities the tracking database required to interface with the DfE system in order to benefit from the efficiency of scale.</p>	<p>All education and training providers are aware of their duty to submit learner starts/leavers information to the LA – not all do carry out this duty.</p> <p>Every 16 – 17 year old has a linked Young People Caseworker, as per 2b above.</p> <p>All monthly DfE reporting requirements have been met.</p> <p>Contract with the existing jointly commissioned tracking database was extended through a waiver in April 2018 for 3 years.</p>	<p>Actions:</p> <p>Identify those providers who don't submit starts/leavers data and discuss with those providers how to support them in doing so.</p> <p>Maintain regular checks that all NEET young people have an allocated Young People Caseworker.</p> <p>Continue to meet all DfE reporting requirements.</p>
<p>b) Develop the schedule for autumn term tracking when the Department for Education system resets and the activity of all young people becomes unknown. At this point all information about the activity</p>	<p>All staff within the 14-19 Programme Team, and commissioned by the Team, involved in the tracking process understand their work priorities and the deadlines for gathering information.</p>	<p>Work sectioned so that priority was given to those without a September Guarantee first this year. Resulted in zero cases of no status recorded for young people compared to 32 cases in 2017.</p>	<p>Actions:</p> <p>As previously noted: - Request September Guarantee information from schools earlier in the school year to be able to</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
<p>of young people has to be collected and entered for the new academic year.</p>		<p>Review taken place with Commissioned Service and the 14-19 team, all satisfied with process. Agreed processes for December 2018 – February 2019 tracking in place.</p>	<p>highlight back to schools those without an offer.</p>
<p>c) Data sharing agreements are in place with all institutions, providers, organisations and services that provide information to the 14-19 Programme Team. The agreements and practice will need to be reviewed to reflect the General Data Protection Regulations 2018.</p>	<p>14-19 Programme Team have the right to receive information from others to support the tracking of young people.</p> <p>All staff are aware of the Consent to Share documentation and process for the 14-19 Programme Team. Young People Caseworkers understand what information can and cannot be shared.</p>	<p>Consent to share document updated to meet GDPR requirements.</p> <p>Document produced to summarise for staff when we can and can't share information.</p> <p>New data sharing agreements in place with other Liverpool City Region authorities who share our database.</p> <p>New data sharing requirements identified in new commissioned services contracts.</p> <p>Information Sharing Agreements in place with majority of providers, ongoing issues about signing the documentation with some</p>	<p>Actions:</p> <p>Update Consent to Share documentation when providers change in the borough.</p> <p>Audit use of Consent to Share documentation and of recording when information shared.</p> <p>Seek new Information Sharing Agreements from providers where the current agreement comes to an end in 2019.</p> <p>As previously noted: Continue discussions with Bridgewater to identify if data about teenage pregnancies/birth can be</p>

Work area	Key Milestones	Progress 2018	Going forward into 2019
		providers in continued discussions.	shared with the 14-19 team.

Performance Measures:

Description	2016 actual	2017 target	2017 actual	2018 target	2018 actual	2019 target	2019 actual
Reduce the percentage of 16-17 year olds not in education, employment or training (CYP Business Plan reference PED05 01)	4.4%	4.4% *	4.4%	4.4% *	4.8%	4.4% *	
Reduce the percentage of 16-17 year olds whose activity is not known (CYP Business Plan reference PED05 02)	0.8%	0.8% **	0.8%	0.8% **	0.3%	0.8% **	
Increase the number of 16 and 17 year olds participating in education or training (Known as Raising the Participation Age and differs from NEET because employment without training is not counted here)	91.4%	92%	90.9%	92.5%	90.8%	93%	
Increase the percentage of 16 and 17 year olds who have an offer of education or training for September of each year. (Known as the September Guarantee)	97.6%	97.8%	96.9%	98.0% ***	96.9%	98.2% ***	

* Budget cuts made in 2017/18 means the commissioned Careers Service and Coaching Service are now running at a reduced level, meaning fewer young people are able to access the services, therefore maintaining the performance from 2016/17 would actually be a sign of increased performance. Any further budget cuts for 2018/19 and beyond may reduce further to capacity to offer support and guidance to young people.

** Budget cuts made in 2017/18 means the commissioned tracking service is now running at a reduced level, therefore maintaining the performance from 2016/17 would actually be a sign of increased performance. Any further budget cuts for 2018/19 and beyond may reduce further to capacity to track young people's activity.

*** Gaining the information to inform the September Guarantee result comes from schools and colleges partially but also from the commissioned tracking service, therefore the reduction made above also affects the ability to gather September Guarantee information and therefore any increase in performance is hindered by the reduced service.