

Derbyshire County Council and Derby City Council Sub-Regional Grouping

Stage Two Proposals

1. Introduction

Derbyshire County Council and Derby City Council are committed to:

- Delivering positive outcomes for young people through the 16-19 commissioning process.
- Working with the LSC, its successor bodies and other stakeholders to utilise and develop the infrastructure and expertise to deliver these outcomes.
- Establishing and developing collaborative, efficient and transparent arrangements to achieve these outcomes.

The two local authorities (LAs) have a good history of working together. We regard the Machinery of Government changes positively and believe that the sub-regional grouping will allow existing and new arrangements to benefit 16-19 learners in the area.

2. Governance

The stage 1 submission (Appendix 1) describes the general background to our preferred governance model. The underlying principle is to maintain a simple governance structure, utilising existing structures and avoiding duplication.

2.1 Purpose of the Sub-regional Group (SRG)

The main purpose of the SRG is to ensure that every young person who lives or studies in Derby and Derbyshire has access to learning provision which meets their choices and needs. To achieve this, the Group will;

- a. Analyse and understand the demographic profile of young people aged 11-19.
- b. Ensure that a learning place is available for every young person aged 16-19 in Derbyshire and Derby City, working closely with other authorities to ensure access for Derbyshire and Derby residents who study outside their home area.
- c. Ensure that places are commissioned from learning providers in Derbyshire and Derby City to accommodate young people aged 16-19 from areas outside of Derbyshire and Derby City.

- d. Analyse and understand the curriculum needs of young people in Derbyshire and Derby City, planning and commissioning sufficient provision so that each young person aged 16-19 is able to access appropriate provision, achieving appropriate levels of qualification, including:
- A Levels and GCSEs
 - Diplomas
 - Apprenticeships
 - Foundation Level Tier
 - Other Curricular Provision to ensure appropriate learning for every young person.
- e. Ensure that appropriate provision is commissioned to meet the needs of vulnerable young people including:
- Learners with a learning difficulty or disability
 - Young offenders, including those in the secure estate
 - Teenage parents
 - Young people in or leaving the care of the local authority.
- f. Commission learning provision in response to the skills needs of employers as advised by the Chamber of Commerce, Federation of Small Businesses through the Education Business Partnership and Employment and Skills Boards.
- g. Provide advice and guidance to the NAS regarding the commissioning of apprenticeships in Derby and Derbyshire.
- h. Work closely with the Derbyshire Youth Council and Derby City's Voices in Action to ensure the commissioning process is informed by the views of young people.
- i. In partnership with the YPLA and SFA monitor the performance and quality of learning providers, influencing the commissioning of provision and raising the quality of provision.
- j. Through the 14-19 Partnerships, ensure that transport arrangements enable young people to access appropriate provision.
- k. Ensure that existing links with Connexions Derbyshire Ltd and each authority's 14-19 Partnership embed information, advice and guidance (IAG) services that meet the appropriate quality standards, and that the area prospectus and common application process are in place.
- l. Ensure effective links with authorities that border Derbyshire, to determine the flows of learners from Derby and Derbyshire to other authorities and vice versa.

- m. Provide advice and support to each Local Authority on post-16 capital issues as they develop capital strategies, including the BSF programme.

2.2 Arrangements for Effective Governance

Derby and Derbyshire LAs will work in close partnership through a non-executive board (the SRG) and within each Council's constitutional powers and processes. The work of the SRG will be governed by a memorandum of understanding. (Draft attached in Appendix 2). This describes the collaborative arrangements between the two authorities and accountabilities to them including:

- Formal decisions will take place within each individual authority's existing constitutional arrangements.
- Elected Member Panel – a joint panel of elected members from both authorities will meet three times per year to receive information and progress reports on the activities of the sub regional group and advise on future developments.
- Each authority will arrange for the role of its scrutiny committees to include review and challenge of the SRG arrangements.
- Each authority has well established links with economic regeneration officers in the authorities and at regional level. Through these relationships, both the City and County have established Employment and Skills Boards which include representation from 14-19 Partnerships and the local authorities. The SRG will use information provided by these boards to develop the SRG Plan, reflecting the needs of employers and Sector Skills Councils. Each authority will brief the council Leader and Chief Executive in the context of the sub-regional economic development arrangements.
- Children and Young People's Trusts: Reports on the progress of the sub- regional arrangements will be made regularly to the Children's Trusts.
- 14-19 Partnerships: Plans will be drawn up with the involvement of and in consultation with 14-19 Partnerships. Existing joint arrangements (for example on IAG or the Foundation Learning Tier [FLT]) will contribute both to the 14-19 and SRG groups.
- Employment and Skills Boards: Each board will include a member of the 14-19 Partnership and will be consulted on all plans drawn up by the SRG, responding to the needs of local employers taking into account local labour market intelligence and the skills needs of employers.
- Local Area Agreement: In Derbyshire both the Children's Trust and Sustainable Communities Board receive reports about 14-19 provision, including the SRG. The attached planning charts show the relationship between the various boards. In Derby and Derbyshire the SRG is integral to the local planning structure (see Appendix 1). In each Authority the local strategic partnership is the decision making body for the Local Area Agreement. Each Director of Children's Services is a member of the executive group and also chairs the Children's Trust.

2.3 Financial Regulations

The financial regulations of each authority will apply.

2.4 Dispute resolution

The memorandum of understanding provides for dispute resolution through reference to either the Regional Planning Group (for matters regarding 16-19 provision) and /or to the Chief Executive of each authority for all other matters.

3 Collaboration and strategic contribution

3.1 Existing collaboration between the LAs

Derby City and Derbyshire County Council have a strong track record of close collaborative working. Examples of this can be evidenced through:

- the planning of joint 14-19 conferences over the last 5 years;
- mutual support and sharing of diploma implementation plans and
- joint work to co-ordinate FLT activity across the City and County.

Both local authorities are the sole joint owners of Connexions Derbyshire Limited which provides a solid platform to support strategic developments. The company delivers a range of Education Business Partnership and adult guidance contracts in addition to the statutory Connexions Service.

The need to share knowledge and undertake joint planning where appropriate has long been recognised by the two authorities. In terms of direct links with 14-19 policy, examples include:-

- A Quality Improvement Framework has been jointly developed between providers, including colleges, to quality assure the provision for 14-19 year olds who undertake part of their learning with other providers.
- Joint Foundation Learning Tier Strategy Group with particular emphasis on re-engagement strategies and curricula.
- Joint use of Career Mark to ensure quality IAG is being delivered.
- Joint data exchange and tracking processes, to report on learning progression, September Guarantee and NEET monitoring.
- History of joint 14-19 Curriculum Conferences, aimed at both strategic managers and, via a range of workshops, delivery practitioners.
- Single Education Business Partnership, ensuring the opportunity to involve employers in a coherent, planned manner.
- Joint approaches to the Area Prospectus, Common Application Process and Individual Learning Plans.
- A joint LA and LSC Special Needs sub- group has been set up to assess current provision and need.

- Joint discussions underway to ensure that the Individual Learning Plan developments are also able to accommodate learning transfers between the authorities and compatibility with the CAP.

Further examples of well established collaboration between LAs include:

- Common safeguarding policies and procedures;
- Developing links with Derbyshire Police to ensure coherent services to address the needs of 'Young Runaways';
- Both authorities ran Targeted Youth Support pilots, now part of integrated Youth Support Services, and embedded links now exist to ensure cross border service links and developments, where appropriate. The needs of other vulnerable groups will be considered by strategically linking TYS planning processes and analysis of the learning needs of disengaged young people.
- The initial development of Safer Schools Partnerships has been jointly managed by the Police and the two authorities.
- The Access Service provides a city and countywide provision for learners with English as an additional language.
- The Traveller, Gypsy, Roma service also provides a city and countywide service for this particular group of disadvantaged learners.
- The city and county Music Partnership continues to deliver a very high quantity and quality of music experience for young people across both Authorities.

3.2 Existing 14-19 Partnerships

Both 14-19 Partnerships are well established and are in a strong position to take on the increased role and responsibilities described in the recent 14-19 Partnership guidance. Both Partnerships have core sub-groups which focus on the implementation of the 14-19 Curriculum; Integrated Youth Support and Positive Activities. The County has a small executive group, currently comprising senior staff from the County Council, LSC and Connexions, whilst the City has a co-ordinating group, comprising of senior staff from the City Council, the LSC, representatives from schools and the college and Connexions. These groups oversee Partnership arrangements and reporting and accountability arrangements are described above.

Whereas Derby City is essentially one learning community with sub-clusters for the four 'quadrants' of the city, Derbyshire supports seven Learning Communities which undertake a range of roles, including 14-19 developments and behaviour improvement partnerships. The learning communities are strong and are developing their own direction and ways of working. A review of the County partnerships and their roles and accountabilities is underway. Each learning community in the County reports to the 14-19 Partnership and, at a local level, to the Children's Trust District Partnership Group. Through these Children's Trust arrangements, links to the broader commissioning agenda with health, police and other strategic bodies are ensured.

Both city and county 14-19 Partnerships are currently rated green by the 14-19 DCSF Progress Check.

3.3 Links with other authorities

Derbyshire and Derby City already work with the following authorities, all of which are within three miles of the county boundary, particularly on planning of school places and special educational needs:

- Barnsley
- Cheshire
- Kirklees
- Leicestershire
- Nottinghamshire
- Oldham
- Rotherham
- Sheffield
- Staffordshire
- Tameside
- Stockport
- Warwickshire

Contact is being made with these authorities to improve post-16 co-ordination and planning.

3.4 Travel to Learn

Discussions about travel to learn with East Midlands Authorities will take place through the Regional Planning Group; with other authorities Derbyshire will act on behalf of the SRG to ensure effective links with authorities and SRGs outside of the East Midlands. In the first instance both Derby and Derbyshire will use information provided by the LSC and colleges about the learners they expect to recruit from outside of Derby and Derbyshire.

Within the County & City there are 4 Further Education colleges, 60 secondary schools (37 of which have post-16 provision), 14 special schools, 29 work-based learning providers and 23 providers of Entry to Employment. Derbyshire's travel to learn patterns are generally well-established with considerable movement of Derbyshire's resident learners in to the City and vice versa. Around 5% (337) of Derby learners attend provision in the County whilst 9% (1048) of County learners travel into the City, mainly supported by Derby College in the City.

Overall, 73% of Derbyshire resident learners stay to learn in Derbyshire with outward migration of around 27% -around 6551 learners. 8% (1,968) travel into Nottingham and around 1% (234) learn in other areas of the region. 18% (4,349) of learners travel outside of the East Midlands Region, predominantly to bordering colleges in Greater Manchester, Staffordshire and South Yorkshire. In contrast, Derbyshire only has an inward migration from the

region of around 763 learners, 68% (521) of whom live in Nottingham (this will continue to be analysed in terms of inward migration from outside the region). Derbyshire County Council has a long tradition of working in partnership with Burton College and Staffordshire LA particularly to meet the needs of learners in South Derbyshire.

Derby and Derbyshire work closely together to plan transport issues, including 14-19 travel. Both authorities support the B_Line transport scheme which provides subsidised travel for young people. 14-19 provision will be planned so that students can access a full range of appropriate courses of study without the need to spend an unreasonable amount of time travelling between venues. Where this is not possible within existing travelling arrangements, either provision will be planned across a more local cluster level, or local transport arrangements will be made by providers including the use of school mini-buses.

3.5 Links with other commissioning arrangements

Each LA will work closely with their existing Joint Strategic Commissioning Board which has well established processes for commissioning including community and voluntary sector provision, health service provision and a range of locality based services.

3.6 Evidence of engagement with all key providers and employers

All key providers have representation on the 14-19 Partnerships in the LAs and have been fully consulted on the machinery of government changes. There are existing mechanisms within the SRG to share good practice amongst LAs.

The SRG proposals have been discussed with all key stakeholders in the City and County and amended to take into account the views expressed. Support for the proposal is clearly evident and a strong level of understanding about the benefits of integrated commissioning has been expressed.

At this stage, the lead members in each Local Authority are aware of the submission and, whilst formal Cabinet approval is forthcoming, are content that the proposal is submitted.

The organisations consulted include:

- 14-19 Partnerships
- Secondary Headteachers
- College Principals
- Derbyshire Network
- Learning Communities
- Connexions Derbyshire Ltd
- Employment and Skills Boards
- East Midlands Development Agency
- Local Area Agreement Partnerships

Children's Trusts

Large employers – Bombardier, EGG, Rolls-Royce, Toyota

3.7 Information Advice and Guidance

The 14-19 Partnership Groups of each LA have formed IAG Strategy/Steering Groups, with the overall aim of ensuring that all learning providers are delivering services that meet IAG standards. Audits have already been completed, with action plans being negotiated with both individual learning providers and/or Learning Communities, as appropriate.

Each LA uses the Career Mark quality standard as the benchmark for assessing the delivery of Careers Education and Guidance (CEG) and commissions IAG services from Connexions Derbyshire Limited, which is required to ensure that all delivery meets IAG standards. Annual self-assessment and ongoing quality assurance processes ensure compliance.

The sub-regional partnership will ensure IAG adheres to the quality standards by:

- Reviewing Connexions Derbyshire Limited annual self-assessment and action plan, based on IAG national standard criteria.
- Reviewing Connexions Derbyshire Limited strategic and operational business plans against IAG standards.
- Reviewing progress and outcomes of the commission to Connexions Derbyshire Limited to deliver IAG to national standards and support schools in meetings, IAG standards and Career Mark.
- Reviewing annual audits of IAG standards undertaken by schools with support from Connexions.
- Collecting and acting upon the views of young people and schools and colleges.

4 Resources and capacity

A significant amount of analysis of post 16 need has already been carried out across the SRG area, including place planning at a school level within each LA's BSF plans. Each Local Authority will further develop existing links with colleges regarding their capital plans. The following illustrates the SRG's current advanced state of strategic analysis.

4.1 Demographics

Similar to national predictions the number of 16-18 year-olds across Derbyshire is set to decrease over the next decade with a fall of around 7% expected by 2014. This is supported by an analysis of the January 2008 secondary school roll data which indicates a 10% decline in year 11 numbers between 2008 and 2012 across both the City and the County. However, there are significant variations between Districts with most seeing a decline in

numbers and others, particularly south Derbyshire, set to increase 11-19 year olds in the area.

4.2 Participation

Based on the 2006 DCSF data, participation of 16 and 17 year olds in learning in Derbyshire is 78% and in the City 77%. This is 1% below the regional average and 4% below the national average. Successful implementation of the September Guarantee led in 2007 to an increase in the number of 17 year olds involved in learning from 74% to 77%. This is an important platform upon which we will seek to achieve full participation by 16 and 17 year olds.

This improvement is also reflected in the NEET figures which have shown a consistent trend in increased participation over the last 4 years. The City and County Children's Trust Plans for 2009-12 provide include NEET reduction strategies.

4.3 Attainment and Progression

The targets to increase attainment at Level 2 and Level 3 present a significant challenge for the sub-region. The proportion of young people achieving a level 2 and level 3 by age 19 is currently below the regional and national average at 68.7% and 38.5% respectively. Plans will be put in place to ensure we commission provision that provides progression for young people, from entry to level 3+. This will include providing progression for those young people currently undertaking Young Apprenticeships programmes in Key Stage 4.

Ensuring progression to higher level qualifications is important, especially for young people choosing 16-18 Apprenticeships as a route. Many sectors now require level 2 as an entry and employment forecasts show increases in more highly skilled occupations. Apprenticeship completion rates across the City and County have continued to increase and are now above the regional (65%) and national (63%) averages at 66%. However, the current economic climate is beginning to impact on the availability of employers to offer and retain apprentices and the sub-regional group will work closely with the NAS to monitor the impact of this.

4.4 Apprenticeships

There was an increase in the number of apprenticeships in Derbyshire and Derby of 6% between 2005/06 and 2006/07, taking the total starts from 1836 to 1949. This was followed by a further 7% increase in 2007/08 to 2094. The area has an average of one in fifteen young people participating in an apprenticeship and further development is required to promote and create demand amongst young people and employers. As large public sector employers each authority will look to increase the number of apprenticeships they support.

Derbyshire and Derby City have promoted Young Apprenticeships resulting in an increase from 31 young people participating in 2004/05 to 394 in 2008/09 (cohort 4 yr 2 and cohort 5 yr 1). It is expected that this will continue to grow as we work with schools to support and contribute to the number of places funded. In addition and in response to broadening the curriculum at 14-16 we have also seen significant growth in the number of work related learning programmes now being delivered in schools, providing clear links to local progression pathways at 16+. In one part of the County alone, over 5,000 14-16 year olds are studying on dedicated work related programmes.

4.5 Data Sharing Protocols

Data sharing protocols are in place between the two LAs and other partners, including Connexions Derbyshire Ltd. These agreements cover the full range of performance and related data and include permissions from each local authority to pass on relevant information if, for example, a young person resident in the County is being educated in the City.

4.6 Plans for establishing sub-regional strategic analysis

The sub-regional partnership will co-ordinate the planning and commissioning of 16-19 provision across Derby and Derbyshire providers. It is intended that local decision making will also be informed by a network of cross- boundary relationships which will take account of these and other significant links including those related to local skills needs, to learner progression and to the delivery of collaborative provision including Diplomas where appropriate. The impact of a new curriculum entitlement, raising of the participation age, increasing attainment and a declining cohort will mean that the sub-regional partnership will carefully manage the mix and balance of post-16 provision to ensure that it continues to meet the needs of all 16 and 17 year- olds.

The development of local commissioning plans will be facilitated by the use of common data set provided by the YPLA, supplementing information gathered by each Local Authority and Connexions. Demand will be analysed and co-ordinated through established area liaison groups and learning communities and the 14-19 partnerships.

Shared criteria around the growth or contraction of provision will be designed to:

- support local decision making within a regional framework
- facilitate planning dialogue and agreements
- inform provider and partnership planning
- sustain a diverse range of high quality providers within reasonable reach of County and City residents.

4.7 Current capacity

Existing staff in each authority already have a high level of understanding and engagement with 16-19 commissioning, through excellent partnership working with the LSC. Despite this, there is a lack of capacity within each authority to

undertake the 16-19 commissioning, prior to the transfer of LSC staff. However, this is expected to be rectified when LSC staff transfer to each local authority.

The current staff with a role relating to the LSC transition are:

4.8 Derbyshire

- Assistant Director – Children and Younger Adults, responsible for all matters for 11-19 year olds and adult learning.
- Deputy Assistant Director – Education Improvement – responsible for standards in secondary schools and 14-19 curriculum developments.
- Head of Youth Service – responsible for the youth service policy, positive activities group.
- Head of Youth Support – responsible for the development of integrated and targeted youth support, IAG and Connexions commissioning.
- 14-19 Managers (three) responsible to the Deputy Assistant Director, these managers support the development of the 14-19 curriculum and learning communities.
- 11-19 Managers (seven) located in each district these managers are responsible for the co-ordination of all provision for young people, including the direct management of youth service and Connexions managers. They play a key role in supporting the integrated youth support offer, working closely with learning communities, especially on behaviour improvement partnership issues.

4.9 Derby

- Assistant Director, Learning - responsible for provision and quality of all learning for 0-19 year olds and adult learning.
- Head of Secondary Learning – Education Improvement and Inclusion – responsible for provision and quality in secondary schools and 14-19 curriculum developments.
- Assistant Director, Locality Services - responsible for integrated locality services including Connexions commissioning and locality Service Managers.
- Head of Youth Service – responsible for youth service policy, including integrated and targeted youth support
- 14-19 Strategy Manager - responsible to the Head of Secondary Learning. This manager supports the development of the 14-19 curriculum through the 14-19 Partnership.
- 14-19 Diploma Co-ordinator – responsible for co-ordination of current and planned diploma delivery.

4.10 Learning and Skills Council (Derbyshire and Derby)

Derbyshire LSC currently has a Partnership Team which operates across both the county and city. In addition to the two posts of Deputy Area Director and Partnership Director there are seven Partnership Manager posts and six

Partnership Adviser posts. Four of the Partnership Managers take a lead responsibility for each of the four FE colleges, including the University of Derby, Buxton. Two other Partnership Managers take lead responsibility for Work-Based Learning (WBL) and Inclusion respectively, the latter post including Entry to Employment (e2e), NEET/EMAs and quality. Both of these managers are currently seconded for 50% of their time to the National Apprenticeship Vacancy Matching Service. The final Partnership Manager takes responsibility for the two Adult Learning Services.

The six Partnership Advisers, who work to the Partnership Managers, are responsible to managing a range of WBL, e2e, ESF and Train to Gain contracts across Derbyshire.

4.11 Administrative, finance and HR staff.

In each authority, finance, human resources or data management staff transferring from the LSC will be integrated with existing teams.

Each Authority is reviewing its management structures in the light of the transfer of responsibilities from Connexions and the LSC.

4.12 Support for the SRG

Each authority will ensure that a senior manager has specific responsibility to support the work of the SRG. These two staff will work in partnership to ensure that the group operates effectively.

4.13 Administrative Support

A specific administrative officer post will be created to support the work of the SRG. The costs of this post will be shared proportionately between the two authorities.

5 Policy and Planning

As demonstrated in the collaboration and strategic contribution and resources and capacity sections, Derbyshire and Derby City have a planned approach to commissioning in order to deliver the 14-19 agenda. We are developing an effective post-19 transition strategy and are committed to working together to raise participation and attainment.

In order to facilitate this, both Authorities have established a 14-19 Strategic Planning Group which includes a number of functions, ie 14-19 development, IMS and data management, finance and personnel processes and LLDD provision. These groups will continue to meet in order to ensure that all commissioning arrangements within model B are informed by a single strategic approach.

As described earlier, both LAs have commissioned Connexions Derbyshire to implement the area wide prospectus. The plans for the Common Application

Process build upon the area prospectus development and we are ensuring that there is interoperability between the two.

Both LAs work closely and have longstanding arrangements to ensure effective arrangements for the delivery of special educational needs and LLDD provision, including post-19 learners. We will develop this collaboration further, particularly involving the specialist staff in each LA and Connexions Derbyshire Ltd.

6 Quality and targets

There is clear evidence of the capacity to deliver the model and evidence of where the capacity to deliver will be built.

The National Indicator set highlights that both LAs perform above the national average at 5 A*-C (EM) and post-16 APS. This continues a trend which at least mirrors the national rate of improvement. In 2008, Derby City was the most improved LA for the percentage of young people who gained 5 A*-C GCSEs including English and Mathematics.

A Quality Improvement Framework has been agreed and implemented across the two LAs. This assures the quality of collaborative provision and supports the 5 A*-C outcomes. Targets will be agreed that maintain the rate of improvement highlighted above, ensuring the two LAs remain above the national average on all key benchmarks.

The school improvement strategy and the implementation of the School Improvement Partner initiative has been assessed as outstanding/good by the National Strategies providing ample evidence of the capacity of the two LAs to continue to provide the support and challenge necessary to maintain the improvements in attainment and achievement presently enjoyed.

The proportion of schools assessed by Ofsted as good and outstanding is above that seen nationally. Local college's inspection results are good or satisfactory, apart from South East Derbyshire College which is currently addressing the outcome of a poor inspection in 2008. The County Council is working closely with senior staff in the college and LSC to develop a vision for a transformed institution embedded in the existing collaborative arrangements.

Each Authority's 14-19 Progress Check was given a rating of Amber/Green in 2008. For Indicator 8, effective 14-19 partnership, with productive collaborative arrangements, both LAs were given a score of 1 (Green).

Learners from five Derby City schools are currently accessing the Engineering Diploma at Foundation and Higher levels. The City submitted ten applications for Gateway 3. Learners from Derbyshire schools are currently accessing the IT Diploma at Higher and Advanced levels. The County is preparing to deliver seventeen diplomas in 2009 and submitted twenty-three applications for Gateway 3.

7 Conclusion

This proposal has been developed and agreed through the Derbyshire and Derby Sub-Regional Group, which comprises representatives from the two LAs and the LSC. Both LAs will work closely with the LSC regarding the transfer of staff, meeting the LA timescales as agreed with the DCSF.