

REPORT TO: Policy and Resources Committee - 15 January 2007
Personnel Committee - 15 January 2007

REPORT ON: Dundee NEET (Not in Employment Education or Training) Strategy

REPORT BY: Assistant Chief Executive (Community Planning)

REPORT NO: 58-2007

1.0 PURPOSE OF REPORT

- 1.1 To seek approval for the Dundee NEET Strategy (Not in Employment Education or Training) funded by the Scottish Executive.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Policy and Resources Committee considers and approves the Dundee NEET Strategy and Action Plan as outlined in Appendix 1 attached and the following specific proposals:-

- plan and develop a framework of assistance and support to those who are at risk or already in the NEET group;
- plan and develop a service infrastructure to support the framework of assistance with particular emphasis on Dundee's most vulnerable young people;
- put in place a joint delivery plan which integrates and complements the activities and plans of the particular agencies.

- 2.2 It is recommended that the Personnel Committee approves the establishment of the following posts until 31 March 2008:-

- Corporate Planning Manager (NEET), SCP53-56, £42,024 - £45,045;
- Development and Implementation Manager (NEET), PO11-14, £35,028 - £37,539;
- Senior Clerical Assistant, GS3, £14,829 - £15,441.

3.0 FINANCIAL IMPLICATIONS

- 3.1 Dundee City Council has agreed to act as the accountable body on behalf of the Dundee Partnership in managing the Scottish Executive grant of £800,000 for 2006/2008.

There are no direct financial implications for Dundee City Council arising from this report.

4.0 SUSTAINABILITY IMPLICATIONS

4.1 Anti-Poverty and Social Exclusion

The NEET Strategy will have a positive impact on anti-poverty and social exclusion specifically through the policy aims and objectives of;

"Improving economic position" by commissioning services to meet the needs of targeted Dundee young people as they move into the world of work, further education and or training and developing opportunities for young people to embark on meaningful work, educational or training programmes.

"Social inclusion" through building an infrastructure which will help young people learn new skills, extend their knowledge in the world of work, education and training and assist young people make choices which will enhance their chances in playing a fuller part in society.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 The NEET Strategy will contribute to the equal opportunities agenda and in particular to the theme of "eliminating discriminatory practices and procedures which exclude people from participation in community life because of their basic skills, disability, and long term unemployment".

6.0 BACKGROUND

- 6.1 The Dundee NEET Strategy has its basis in the Scottish Executive "More Choices More Chances" policy document which describes a national strategy to reduce NEET across the country.
- 6.2 Dundee is one of seven Scottish Executive designated "hotspots" across Scotland, where NEET is a particular challenge and where addressing that challenge locally would make an impact at the national level.
- 6.3 To assist in targeting the right individuals, the Scottish Executive has supplied local baseline data. The data is based on 2004 figures drawn from, the Destinations of School Leavers (SLDS) and the Department of Work and Pensions (DWP) which in 2004 was 1,300.

Further work has been undertaken locally and the table below illustrates the size of the NEET group in the city since 2001.

Table 1

2001	2002	2003	2004	2005	2006*
1426	1394	1529	1355	1282	1361

* 2006 relates to May figures. Oct/Nov data on 18/19 year old benefit claimants is not yet available

7.0 ACTION TO DATE

- 7.1 Initial targets have been posted with the Scottish Executive for reduction of specific NEET groups outlined below. However, the data is not yet robust enough to allow us to say any more than that the targets are aspirational.

Table 2

NEET Category	Baseline 2004	Reduction by 2008	Rationale for reduction
School leavers unemployed and seeking	280	70% / 196	Based on earlier identification and action and fact that they are a motivated group
School leavers unemployed and not seeking	80	30% / 24	More challenging group as the reasons for not seeking are many and varied
Benefits - Jobseekers	300	40% / 120	As with group one this should be a motivated group
Benefits - Incapacity benefits	170	30% / 51	Target in line with Workforce Plus estimates that 30% on IB are looking for work
Benefits - Lone Parents	130	10% / 13	A modest target on the basis that experience indicates that this will be a challenging group to progress
Benefits - other benefits	40	30% / 12	Challenges are anticipated with this target
Unknown	300	30% / 90	Should be possible through wider partnership contact with this group
Total	1300	39% / 506	Overall seen as an ambitious target for NEET reduction

- 7.2 An outline action plan to meet these ambitious targets has been lodged with the Scottish Executive and the next stage of the process has been to develop the outline into the attached strategy.
- 7.3 Expert support has been commissioned to assist in the detailed development of the Strategy and the following workstreams have been agreed;
- Identification of those individuals who are NEET and pre NEET.
 - Identify the long term population and potential action
 - Identify NEET and pre-NEET categories such as looked after children, young carers, care leavers, offenders etc.
 - Look at 'what's working' and identify best practice.
 - Examine and develop the role of the Lead Professional or Key Worker.
 - Set building blocks for effective transition from school to work.
 - Develop an engagement strategy and strengthen links with local employers and young people and their families.
 - Explore the parental, family and community influences which propagate the NEET culture.
- 7.4 To drive the agenda forward the Dundee NEET Strategy Partnership has been established. The Partnership is made up of local authority departments and partners in the NEET field, including, NHS Tayside, Scottish Enterprise Tayside, Careers Scotland, Dundee Voluntary Sector, Job Centre Plus and links to employers.

8.0 REPORTING RELATIONSHIPS AND FURTHER ACTION

- 8.1 The NEET Partnership reports directly to the Dundee Integrated Children's Services Strategic Planning Group and the Dundee Employability Partnership.

The Dundee Employability Partnership leads on two related and complimentary policies being addressed in the city:

- Workforce Plus – Scottish Executive's Employability Framework for Scotland
- City Strategy – Department of Work and Pensions

Together with the NEET Strategy all three policies provide a strategic focus for cohesive and effective partnership working across the city to reduce worklessness by addressing employability barriers faced by a range of its citizens.

- 8.2 The NEET Strategy is very much 'outcome' based and links closely to outcomes expressed within the Integrated Children's Services Plan and Dundee's Regeneration Outcome Agreement.
- 8.3 Although the 'commissioning' process has yet to begin, a number of existing providers have noted interest, including DCC Departments, Voluntary Organisations the Further Education Sector and other local and national agencies. The focus will be on developing services with a proven track record and those who can meet set targets.
- 8.4 In order to learn from best practice and from what works, links have been established with colleagues from Fife and there are plans to network across the country.

The Partnership is also part of a Learning and Teaching in Scotland network and has provided workshops at two national conferences in Glasgow and Dundee.

Dundee's presentations at those conferences have been recorded and will form part of a Scottish Executive promotional DVD being circulated across the country.

9.0 PERSONNEL

9.1 Proposed Staffing Structure

The Dundee NEET strategy as laid out in the Action Plan will be managed via existing Community Planning and Integrated Children's Services structures at a strategic level and through individual agency management structures at a service level.

The most efficient and effective way of achieving our goal is to develop a framework which brings together existing staff expertise within the established integrated structure and the new staff necessary to carry the additional workload.

The existing post of Corporate Planning Manager (Integrated Children's Services) will be enhanced for the duration of the initiative and the posts of 'Development and Implementation Manager' and 'Administrative Assistant' will be established on a temporary/secondment basis until March 2008.

The posts are:

1 Corporate Planning Manager, SCP53-56, £42,024 - £45,045;
1 Development and Implementation Manager, PO 11-14, £35,028 - £37,539;
1 Senior Clerical Assistant, GS3, £14,829 - £15,441.

The posts will be wholly funded from the Scottish Executive NEET grant.

10.0 CONSULTATION

10.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance) and Assistant Chief Executive (Management) have been consulted during the preparation of this report.

11.0 BACKGROUND PAPERS

Dundee NEET Strategy

Chris Ward
Assistant Chief Executive (Community Planning)

11/01/2007

Dundee NEET Partnership

Action Plan: January 2007

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SECTION 1 - BACKGROUND

1.1 INTRODUCTION

- 1.1.1 The Scottish Executive published in June 2006 its strategy paper *'More Choices More Chances'* with the stated objective of eradicating the problem of those who are not in education, employment or training (NEET) in Scotland. Part of that strategy was the identification of seven 'hotspot' authorities, in which the NEET issue is more pressing and where the Scottish Executive is keen to see a serious and rapid decrease in NEET numbers.
- 1.1.2 Dundee City Council is one of those seven authorities, and has formed the Dundee NEET Partnership, made up of the City Council and its partners in Careers Scotland, Scottish Enterprise Tayside, Jobcentre Plus, NHS Tayside, Dundee College and the voluntary organisations, to formulate this Action Plan, specifically to develop solutions and deliver positive outcomes for those children and young people in the city who either are NEET or are at risk of so becoming.
- 1.1.3 There are currently two other related and complementary policies being addressed in the city:
- Workforce Plus: the Scottish Executive's Employability Framework for Scotland, June 2006
 - City Strategy: Department of Work and Pensions
- 1.1.4 All three policies provide a strategic focus for cohesive and effective partnership working across the city to reduce worklessness by addressing the employability barriers faced by a range of its citizens. All three policies are being addressed through the Employability theme group of the Dundee Community Planning Partnership.

1.2 THE ROLE AND REMIT OF THE DUNDEE NEET PARTNERSHIP

- 1.2.1 The fundamental remit for the Dundee NEET Partnership incorporates local and Scottish Executive expectations and is threefold:
- a) We will plan and develop a framework of assistance and support available to those who are at risk of becoming, or are already categorised as, NEET. The framework will incorporate existing key worker and lead professional roles, linking with local resource forums such as Joint Action Teams in secondary schools. The aim is to ensure that this vulnerable and disadvantaged group of young people receive the appropriate assistance from qualified personnel who can co-ordinate information about them and direct them to the appropriate sources of assistance.
 - b) We will plan, articulate and develop a service infrastructure for the training and support of those aged 16-19 across the city, who on leaving school are NEET or who subsequently become NEET. We will place particular emphasis on the most vulnerable young people, in particular, care leavers, young carers (including single parents), those involved with the criminal justice system and those with particular mental and physical health issues.
 - c) We will put in place a joint delivery plan, which integrates and complements the existing activities and plans of the partner agencies. The plan will dovetail with the local Workforce Plus Plan, in order to ensure that those making the transition from the 16-19 age group are accommodated within the overall employability framework in Dundee. We will use the mechanism of the joint delivery plan to report on progress to the Scottish Executive.

1.3 LEADERSHIP AND PARTNERSHIP

- 1.3.1 Responsibility for leading on the NEET strategy lies with Dundee City Council's Integrated Children's Services Strategic Planning Group. This high-level strategic group has key responsibility for developing and delivering the local integrated children's services plan, '*For Dundee's Children*', and does so through a framework of priority theme groups. These theme groups are based on the vision set out in '*For Scotland's Children*', that every child is safe, nurtured, achieving, included, respected and responsible, healthy, and active.
- 1.3.2 The Strategic Planning Group believes that NEET and pre-NEET issues cross-cut all seven themes and should be accorded the highest priority. The group, therefore, in conjunction with the Chief Executive of Dundee City Council and the Chair of the Dundee Community Partnership, agreed to the establishment of a NEET Partnership led by the Assistant Chief Executive (Community Planning), Dundee City Council.
- 1.3.3 The partnership is made up of officers from the local authority and those agencies working across the NEET spectrum. All participants in the partnership are individuals who are in a position to speak for and make commitments on behalf of their organisation. They each perform key influential roles and have much to contribute on both an individual and collective basis. The partnership comprises:

Chris Ward (Chair)	Assistant Chief Executive, DCC
Jim Collins	Head of Secondary Education, DCC
Lesley Dick	Assistant Principal, Dundee College
Karen Gunn	Project Manager, Leisure & Communities (Xplore Partnership), DCC
Dave Innes	Senior Officer, Social Work (Through Care/After Care services), DCC
Cath Lorimer	Manager, Job Centre Plus
Christine Lowden,	Depute Chief Executive, Dundee Voluntary Action
Margaret McCollam	Strategy and Skills Director, Scottish Enterprise Tayside
Grant McDougall	Manager, Careers Scotland
Heather McGregor	NHS Tayside
Allan Millar	Employability Programme Manager, DCC
Bert Sandeman	Corporate Planning Manager (Integrated Children's Services) DCC
Sharon Smith	Strategy & Partnerships Manager, Scottish Enterprise Tayside

- 1.3.4 Approaches have been made to the Smith Group and local employers with the aim of including them in the Partnership.

1.4 REPORTING LINKS

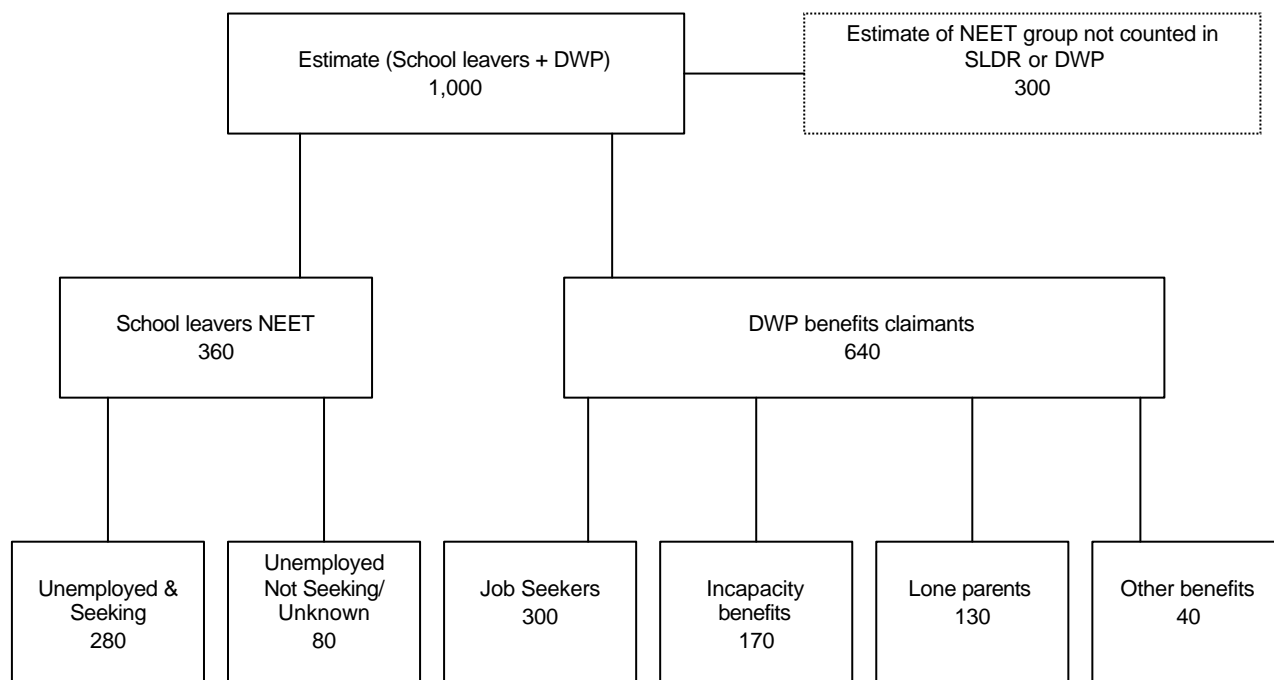
- 1.4.1 The Dundee NEET Partnership is a sub-group of the Education and Employment theme group, one of a number of theme groups that report to the city's over-arching Integrated Children's Services Strategic Planning Group. The NEET strategy is also intrinsically linked to the Employability Strategy, and therefore there is also a reporting link to the Dundee Employability Partnership.
- 1.4.2 These groups are linked to the Dundee Partnership through the strategic themes of Work and Enterprise, Building Stronger Communities, Lifelong Learning and Health and Care.
- 1.4.3 A report to the Policy and Resources Committee of Dundee City Council will recommend approval of the proposals in this action plan.

1.5 KEY RELATIONSHIPS

- 1.5.1 The Integrated Children's Services Plan and the Regeneration Outcome Agreement are clearly linked in relation to the NEET and pre-NEET groups.
- 1.5.2 The former has a host of outcome-related action points specifically targeting the pre-NEET group, including:
- multi-agency approaches to supporting and engaging with children and young people who are disaffected by school;
 - promoting better links with industry;
 - increasing opportunities for vocational training;
 - promoting volunteering; and
 - reducing the number of children and young people in Dundee living in workless households.
- 1.5.3 The Regeneration Outcome Agreement has three direct and eight indirect outcomes specific to the NEET and pre-NEET groups, including:
- increasing the proportion of those aged 16-19 in training, education or employment;
 - increasing the proportion of school leavers entering further and higher education; and
 - increasing the level of attainment of qualifications and skills.

SECTION 2 - THE NEET CHALLENGE IN DUNDEE

- 2.1 In preparing this action plan, the NEET Partnership has tried to gain a better understanding of the scale of the challenge in Dundee. It is widely recognised that accurately measuring the number of young people is not only difficult but challenging in terms of its currency.
- 2.2 In our analysis, we have used the approach recommended by the Scottish Executive for measuring the NEET group locally, viz. by using the Department of Work and Pensions (DWP) benefits data for those aged 18 and 19, and the School Leaver Destinations Survey (SLDS) data (both as at October/November each year), plus 30% to cover the number of young people missed under these two categories. This is deemed to be the only accurate method of measuring change annually and can also be consistently applied throughout Scotland.
- 2.3 In addition, we have examined local data to try to gauge movements within the NEET group.
- 2.4 NATIONAL AUDIT INFORMATION**
- 2.4.1 Our baseline figure for the NEET group in Dundee is taken from those produced by the Scottish Executive, based on SLDS data and DWP benefits data for October/November 2004, which estimate that 1,000 or 11.4% of the 16-19 population in Dundee belonged to the NEET group.
- 2.4.2 In addition it is estimated that there is a further group of young people who are NEET but who cannot be accounted for by SLDS or DWP. If the 2004 figures are adjusted to take account of this underestimate of approximately 30%, the true Dundee NEET figure is estimated to include a further 300 young people, giving a total baseline figure at October/November 2004 of approximately 1300. This represents an increase from the 2003 estimate of 150 (13%).
- 2.4.3 Table 1 illustrates the size and breakdown by sub-group of the NEET group in October/November 2004.
- 2.4.4 There is general agreement among partners that the figure of 170 of those aged 16-19 claiming incapacity benefits is much higher than might have been expected and cannot primarily be accounted for by young people with a recognised disability. Information from the breakdown of health-related claims by disease code for the whole working age population indicates that mental ill health accounts for the largest grouping, but this is of limited assistance in relation to those aged 16-19. Further audit activity requires to be undertaken to establish the profile of this group, and relate this to improved tracking and support of individuals by appropriate agencies in the last year of compulsory schooling (usually S4) and during transition from school.
- 2.4.5 We have undertaken further work using this formula and data from the SLDS and DWP. Table 2 illustrates the size of the NEET group in the city since 2001. This has allowed us to determine trends and also update the 2004 baseline data from the Executive to October/November 2005.
- Table 1 Destinations of School Leavers and DWP Benefits Data plus 30% (recommended by the Training and Employment Research Unit of the University of Glasgow for local monitoring) - October/November 2004**



Note: 'Other benefits' includes those claiming benefits as carers and all others on income-related benefits.

Table 2 Destinations of School Leavers and DWP Benefits Data plus 30% (recommended by the Training and Employment Research Unit of the University of Glasgow for local monitoring) - 2001 to 2006 (October/November each year)

2001	2002	2003	2004	2005	2006*
1426	1394	1529	1355	1282	1361

Note: The 2006 figure should be treated with caution. Although SLDS data from October/November 2006 was used to calculate this, information on 18-19 year old benefit claimants is not yet available and the most recent data (May 2006) was used.

- 2.4.6 There is a clear and consistent message from these figures that essentially the NEET group has remained consistently around the 1,300 mark over the last three years in Dundee although there has been a significant shift in terms of how it is constituted.
- 2.4.7 In future, we will undertake the annual update on the overall size of the NEET group using the November DWP data in combination with the SLDS data for that year. However, it is worth noting that in collating the information in Table 2 we encountered a number of discrepancies in the source data. For instance, there is a discrepancy between the November 2004 DWP benefits data for Dundee City (680) and that published by the Scottish Executive in its analysis of Dundee NEET statistics (640).
- 2.4.8 This perhaps emphasises the need in the long term for the Scottish Executive to assume a co-ordinating role in terms of disseminating NEET data to ensure that all local authorities in Scotland are working to a common set of data to enable progress to be measured.
- 2.4.9 Appendix 1 shows how the figures in Table 2 have been arrived at.
- 2.4.10 National data from the Scottish Executive on the destinations of school leavers in the school year 2005 - 06 shows that, of the 1698 leavers from Dundee schools, 18.1% did not enter a positive destination in education, employment or training (EET). Table 3 (percentages) and Table 4 (raw numbers of individuals) show the trends in school leaver destinations in the city during the period 1999–2006.

Table 3 Percentage of school leavers entering various destinations

	Higher Education	Further Education	Training	Employment	Other Known	Unknown
1999-2000	25	26	7	23	15	4
2000-2001	27	24	8	17	19	4

2001-2002	28	27	6	17	20	2
2002-2003	23	28	7	16	22	5
2003-2004	23	27	5	21	20	3
2004-2005	26	29	6	22	15	2
2005-2006	23	33	6	20	16	2

Table 4 Number of school leavers entering various destinations

	Higher Education	Further Education	Training	Employment	Unemployment	Other Known	Unknown	TOTAL
2001-2002	468	452	100	287	not recorded	339	33	1679
2002-2003	411	494	98	293	184	182	80	1742
2003-2004	393	447	76	353	285	28	49	1631
2004-2005	421	486	95	348	202	39	25	1616
2005-2006	386	545	103	344	231	35	41	1685

Source: Destinations of Leavers from Scottish Schools, SEED

Notes: Totals do not include leavers from special schools
In 2001-2002 the 'Unemployed' figure was contained in the 'Other Known' figure.

2.4.11 The NEET Partnership in Dundee has further analysed the SLDS data and has a clear picture of the situation within local schools in the city, which we are using to target resources where there is greatest need.

2.4.12 The Partnership was keen to establish to what extent there was significant movement among young people in the NEET category? Although not readily available, there is some information regarding the NEET 'churn' rate. Young people registered as having entered a negative destination i.e. those who were unemployed or whose destinations were unknown at the time of the SLDS survey (October 2005) were followed up in March 2006 by Careers Scotland to check their current status. Table 5 indicates that in Dundee 71 of the original 271 (26.2%) had moved into a positive destination. 73.8% still had a negative destination, of whom 15.4% were unknown, although, in the view of the Partnership, these latter are unlikely to be in the NEET group.

Table 5 Follow up of school leavers with a negative destination as at October 2005

	October 2005 negatives	April 2006 negatives	Positives	Positives %age	Unknown
TOTAL	271	200	71	26.2%	42

2.4.13 The following figures in Table 6 give a sense of the "stocks and flow" of young people aged 16 to 18 registered as unemployed with Careers Scotland in Dundee.

2.4.14 Row 1 shows all those in the 16 to 18 years age group registered as unemployed with Careers Scotland. Row 2 is those for whom the Skill Seekers training guarantee applies, and Row 3 refers to those young people with additional support needs who are likely to find progress into the labour market more challenging. While it is clear that there is a lot of movement within the broad NEET group it is apparent that those with additional support needs do not move as freely. However, it cannot be assumed that the numbers refer to the same people: tracking the population of the 14-19 database will allow us to build up a more accurate picture.

Table 6 16 to 18 year olds registered with Careers Scotland as unemployed

	Dec 05	Jan 06	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
Number on the register	188	324	390	356	328	318	545	525	518	405	343	299
Number in the guarantee	142	258	302	273	268	271	411	373	379	305	262	226
Number with additional support needs	75	131	148	142	143	144	187	188	200	167	162	139

2.4.15 As part of our monitoring of young people in the NEET group we plan to undertake an analysis of movements within the group.

2.5 LOCAL AUDIT INFORMATION

2.5.1 We have been very keen to gain a better understanding of the different groupings of young people within the broad NEET group and especially those groupings which the Scottish Executive, in *'More Choices, More Chances'*, identified should be targeted for particular support.

2.5.2 However, the Partnership was faced with a difficult task to gather this data at a local level to supplement the national data. Problems encountered have been that:

- statistics are not gathered specifically for NEET;
- some statistics are so small that caution must be exercised when interpreting them;
- statistics relating to associated issues such as mental health and physical disabilities can be difficult to extract as there can be so many categories linked to them, and there are also different levels of difficulty experienced by the individual that cannot be captured; AND
- statistics are gathered and recorded in different age groupings.

2.5.3 We have therefore identified the need to be able to do this in a consistent manner if we are effectively to measure progress within these targeted groups.

2.5.4 The lowest attaining 20%

2.5.4.1 There is evidence of some correlation between those with low levels of attainment at secondary school, and those who go on to become NEET. 2006 has seen indications of improvement in attainment levels in Dundee's secondary schools, but this remains a major issue for the Education Department. For instance, between 2003 and 2005 one in six pupils left school without basic qualifications in English and Mathematics, and on most key attainment measures the authority's figures are below the average of comparator authorities.

2.5.4.2 The lowest attaining 20% are identified from tariff scores calculated according to achievement in Scottish Qualifications Authority examinations. Attaining an award in Standard Grade at Credit level 1 in one subject gains a tariff score of 38 points, whereas the most basic award at level 7 gains only 3 points. The great majority of pupils will attempt seven or eight Standard Grades in S4.

2.5.4.3 Table 7 summarises the performance of the lowest attaining 20% in 2004-2005, the last session for which detailed statistics are available. Of this group of 322 pupils, 39.6% (128) left school with no formal qualification, and the highest attaining of the group achieved a total tariff score of no more than 64. As expected, there was variation across the city's schools, with more than one in three of the S4 population at Braeview Academy contained within the lowest attaining 20% in the city, against only 5 pupils (3%) at Grove Academy.

2.5.4.4 The same wide variation is evident when an attempt is made to identify those still in school who are likely to be NEET. All Head Teachers and the Education Offsite Service were asked in November 2006 to consider their current (session 2006-2007) S3, S4, S5 and S6 year groups against a number of indicators, and identify potential NEET young people. The indicators used, in no particular order, were:

- winter leaver
- difficult home circumstances
- young offender
- behavioural issues
- attendance issues
- excluded from school on at least two occasions
- looked after and accommodated
- young carer
- any other (with requirement to specify)

Table 7 Dundee Secondary Schools: lowest attaining 20% of S4 pupils by SQA Tariff Scores (TS): session 2004-2005

	TS 0	TS 1-9	TS 10-19	TS 20-29	TS 30-39	TS 40-49	TS 50-59	TS 60-64	Total	% of own S4 Roll	% of Dundee lowest attain. 20%
Baldrigon Academy	19	2	2	0	3	3	5	2	36	30%	11.2%

Braeview Academy	13	5	10	6	8	5	2	3	52	36%	16.1%
Craigie High School	13	1	4	3	2	1	4	1	29	19%	9.0%
Grove Academy	2	0	0	1	1	0	0	1	5	3%	1.6%
Harris Academy	11	1	3	4	6	2	2	1	30	13%	9.3%
Lawsid Academy	22	4	2	7	2	2	3	1	43	26%	13.4%
Menzieshill High School	10	6	4	0	1	0	6	3	30	19%	9.3%
Morgan Academy	14	1	8	3	3	1	5	2	37	21%	11.5%
St John's High School	16	6	4	3	1	2	4	1	37	23%	11.5%
St Saviour's High School	8	1	3	1	3	4	2	1	23	19%	7.1%
TOTAL	128	27	40	28	30	20	33	16	322		

Note: Standard Grade Credit Level 1 TS 38
Standard Grade Credit Level 2 TS 28
Standard Grade General Level 3 TS 22
Standard Grade General Level 4 TS 16
Standard Grade Foundation Level 5 TS 11
Standard Grade Foundation Level 6 TS 8
Standard Grade 7 TS 3

2.5.4.5 This information will be of great use in facilitating the tracking of named young persons, both in school and then by Careers Scotland personnel and other appropriate agencies. Work now needs to be undertaken to refine this search in order to agree a comprehensive set of indicators which will allow schools and the Dundee NEET Partnership to identify and track, from an early age, those most at risk of becoming NEET. In the meantime, Table 8 lists the returns by school/offsite centre, followed by Tables 9, 10 and 11, which set out percentage attendance rates, percentage staying on rates, and exclusions data respectively.

Table 8 Identification of Potential NEET Young People (November, 2006)

	S6		S5		S4		S3		
	M	F	M	F	M	F	M	F	TOTAL
Mainstream									
Baldragon Academy	0	0	7	3	14	4	9	14	51
Braeview Academy	2	0	19	22	30	18	21	9	121
Craigie High School	0	0	0	4	17	20	19	19	79
Grove Academy	0	0	0	0	1	1	2	1	5
Harris Academy	0	0	1	1	21	4	5	6	48
Lawsid Academy	0	1	0	0	6	9	15	8	39
Menzieshill High School	1	0	3	2	8	6	8	5	33
Morgan Academy	0	0	3	1	4	3	1	1	13
St John's High School	0	0	3	0	10	4	4	1	22
St Saviour's High School	0	0	0	0	5	3	8	9	25
Offsite									
Balerno	0	0	0	1	4	7	6	2	20
Connect 5	0	0	0	0	3	3	14	4	24
HELM	0	0	6	1	16	4	0	0	27
PACE	0	0	8	6	3	6	0	0	23
TOTAL	3	1	50	41	142	102	112	79	

Table 9 Percentage Attendance in Secondary Schools: 2003 to 2005

	2003	2004	2005
Dundee City	89.0	88.0	88.0
Comparator Authority Average	90.0	90.9	91.1
National	89.2	90.2	90.2

Table 10 Percentage of secondary pupils staying on to S5 (post Christmas): 2003 to 2005

	2003	2004	2005
Dundee City	57	56	55
Comparator Authority Average	63	64	64
National	64	64	64

Table 11 Total number of secondary exclusions, and exclusions per 1,000 population: 2003 to 2005

	2003		2004		2005	
	Total	Per 1000	Total	Per 1000	Total	Per 1000
Dundee City	1596	184	1653	193	1755	206
Comparator Authority Average		99		107		117
National	31,055	98	33,465	105	35,513	112

2.5.5 Care Leavers

- 2.5.5.1 All young people who are looked after (LAC) on the date on which they are entitled to leave school have the right to ongoing support and advice from the Throughcare & Aftercare Service until their 19th birthday.

Table 12 Numbers of LAC, by age and gender, at March 2005 and March 2006

Age at 31st March 2005	12-15	16-17	TOTAL
Boys	95	25	120
Girls	70	19	89
TOTAL	165	44	209

Age at 31st March 2006	12-15	16-17	18+	TOTAL
Boys	91	21	2	114
Girls	69	17	2	88
TOTAL	160	38	4	202

- 2.5.5.2 In addition, any young people in this group who have also been looked after and accommodated, i.e. 'in care' for at least 13 weeks since their 14th birthday will be supported financially by the Throughcare & Aftercare Service until they are 18. Financial support includes weekly income, accommodation costs (including the equivalent of Community Care grants), and any costs arising from further or higher education, or training and employment (including incentive payments where appropriate). Payments in respect of further and higher education will continue until the course of education is completed.
- 2.5.5.3 We need to note that this second group of young people, i.e. those looked after and accommodated, will not appear in DWP statistics, even if they are NEET. They are not obliged to seek work, although they should be known to Careers Scotland as a result of the partnership agreement in place between Careers Scotland and the Throughcare & Aftercare Service.

Table 13 Numbers of young people receiving aftercare services, by gender and nature of economic activity, at 31st March 2006

Economic activity	Male	Female	TOTAL
In education, employment or training			
Higher education	0	2	2
Education other than higher education	6	9	15
Training or employment	4	2	6
Not in education, employment or training			
Due to short-term illness	0	0	0
Due to long-term illness or disability	0	0	0
Due to looking after family	0	6	6
Due to other circumstances	26	29	55
Economic activity unknown	0	0	0
Young person no longer in touch	0	0	0
TOTAL	36	48	84

2.5.6 Carers

- 2.5.6.1 Finding reliable data on young carers within the city has proved particularly challenging. The following varying data came to light from a range of sources, from which it is clear that more work requires to be done to identify this potentially very vulnerable client group and the kinds of employability services they require to meet their needs:

'Every Child Matters' Green Paper, 2003
Census, 2001
Princess Royal Carers Trust, 2004

DWP Benefits, May 2006
Dundee Young Carers Project

150,000 nationally, 389 in Dundee
316 carers under the age of 16 in Dundee
12% of those aged 7 to 19 are young carers (c. 2000)
100 aged 16 to 19
currently working with 67 young carers under 16 years and 4 between 16 and 19 years
(Community Regeneration Fund areas only)

2.5.7 Young Parents

- 2.5.7.1 As with carers, establishing reliable data on young parents within the city has proved challenging, with a range of figures coming to light from a number of sources.

SMR02

DWP Benefits, Oct/Nov 2004
DWP Benefits, May 2006

197 young mothers within the age group of 14 to 19 years in 2002-2003
130 aged 16 to 19
130 aged 16 to 19

2.5.8 Young Offenders

2.5.8.1 The Youth Justice Service deals only with young people who are aged 12 to 16. However, some information is available on those aged 16 and 17, although these (and 18 and 19 year olds) are dealt with by the Criminal Justice System.

2.5.8.2 The Youth Justice Service is assessed by the number of persistent offenders. The following figures for the last three years show an overall reduction of 27% in the numbers of persistent offenders aged 12 to 16.

2003-2004	109 persistent offenders
2004-2005	93
2005-2006	80

2.5.8.3 With regard to those aged 16 and 17:

Number of Social Enquiry Reports prepared

2003-2004	288 Social Enquiry Reports
2004-2005	242
2005-2006	312

Number receiving a Custodial Disposal

2003-2004	37 Custodial Disposals
2004-2005	6
2005-2006	32

2.5.9 Physical/Mental Health Problems

2.5.9.1 Given the wide range of possible conditions it is extremely difficult to establish a baseline figure.

2.5.9.2 Information from NHS Tayside (the SNAP report on child and adolescent mental health) indicates that at any one time about 10% of children and young people have mental health problems to such a degree that their thoughts, feelings, behaviour, learning and relationships on a day to day basis are affected.

DWP Benefits, Oct/Nov 2004
DWP Benefits, May 2006

170 aged 16 to 19 on Incapacity Benefits
180

2.5.9.3 In addition, information needs to be gathered on those young people with behavioural problems as this is seen by partners as a key issue in influencing the number of young people entering and being in the NEET group, and one therefore that needs to be addressed in order to reduce the number.

2.5.10 Drug or Alcohol Abuse

2.5.10.1 According to the Scottish Drugs Misuse Database, 3 new clients seen by the Drugs and Alcohol Action Team (DAAT) were under 15 years of age, and 43 were between 15 and 19 years in the year ending 31st March 2005.

2.5.10.2 There were 39 Dundee residents, aged 14 to 19, discharged from a non-psychiatric hospital with an alcohol -related condition during 2005/6.

2.5.11 Homeless Young People

2.5.11.1 '*More Choices More Chances*' does not identify this as a key group on which support must be targeted. Nevertheless the Dundee NEET Partnership is taking steps to ensure that the employability needs of these young people are met.

2.5.11.2 Feedback from the Social Work Department provided the following information that there were 5 male and 7 female homeless young people aged 16 to 18 as at June 2006.

SECTION 3 - THE DUNDEE LABOUR MARKET

3.1 POPULATION TRENDS

3.1.1 It is well known that Scotland's population is at best likely to be stable over the medium - to long-term. However, as the figures below show, in the short-term period covered by this Action Plan, current forecasts are that the population of Dundee will decline.

- The total population is forecast to fall by 4.8% between 2004 and 2010.
- The decline in the working-age population is very similar at 4.9%.
- For the younger age bands, the projected decline is much sharper, for instance, 16.4% for those aged 17 to 18.

3.1.2 While this reduction in population presents an opportunity to cut into the joblessness problem in the city as a whole it affords particular opportunities to market those young people who are looking to enter education, employment or training. The challenge for the Dundee NEET Partnership is to ensure that those young people who are available are suitably equipped to take up the opportunities on offer.

3.2 INDUSTRIAL STRUCTURE/EMPLOYMENT DEMAND

3.2.1 At the Dundee level we have established the following:

- 37.0% of employee jobs in Dundee are in public services compared to 29.2% nationally. Recently the most significant jobs growth occurred in the public sector, and public service industries are forecast to grow at the Scottish level.
- Other sectors experiencing jobs growth were: Wholesale and Retail; Hotels and Restaurants; and Education.
- The share of employee jobs in the manufacturing sector in Dundee (13.5%) remains higher than the national average (10.1%). However, the manufacturing sector lost the highest number of jobs since 2001. The construction sector also saw its total job numbers drop by 14.7% over the period 2001-2005.

3.2.2 In terms of future growth prospects, Dundee is under-represented in the banking, finance and insurance sector, which Future Skills Scotland expected to experience growth at a Scottish level, but is well represented in the other sectors, such as Public Services, Industries and Distribution, Hotels and Restaurants, all of which are likely to experience growth.

3.3 FUTURE LABOUR MARKET PROJECTIONS

3.3.1 Labour market projections at the Dundee level are not available, however, because the structure of the Dundee labour market is broadly similar to Scotland. Future Skills Scotland's '*Labour Market Predictions to 2014*' general overview of trends is likely to be replicated at the Dundee level (although local economic factors cannot be predicted and taken into account).

3.3.2 Over the period 2004-2009, key projections from Future Skills Scotland for Scottish industrial and occupational employment include the following:

- substantial net decline in manufacturing, peaking at 12% in engineering;
- growth in the range 3%-7% for education, health and social work, miscellaneous services and other business services;
- large net declines in unskilled, semiskilled and skilled manual jobs; and
- growth in professional, technical and management jobs, and for personal service and customer service occupations.

3.3.3 However, although a number of industries and occupations continue to decline, there will nonetheless be vacancies in these areas as people retire or move on. At the Scottish level in the period up to 2009:

- industries with at least 50,000 job openings include retail and distribution, other business services, education and health and social work; and
- occupations with at least 50,000 job openings include managers and senior officials, professional occupations, associate professional and technical occupations, administrative and secretarial occupations, sales and customer service occupations.

3.3.4 Dundee's employment structure has disproportionate shares in manufacturing and in public sector employment, and is under represented in finance and insurance. To some extent the decline in manufacturing in the Scottish forecasts could be offset by projected growth in education, health and social work, although the growth in public sector employment might flatten out from around 2008 onwards.

3.3.5 The extent to which young people in the NEET group will be able to compete beyond entry level jobs means that a key focus of the strategy must be on encouraging these young people to consider education and training opportunities which lead to longer term sustainable opportunities within the labour market.

3.4 THE OPPORTUNITY STRUCTURE IN DUNDEE

3.4.1 All young people of school leaving age, who are not in full time education, are guaranteed a training place on one of the National Training programmes, for instance, '*Get Ready for Work*', '*Skillseekers*' or '*Modern Apprenticeships*'.

3.4.2 Subject to their ability to meet the basic requirements of the programmes on offer, all young people aged 16 to 18 have a guaranteed training place. Many of this group have faced one or more of the barriers referred to in relation to the difficulties faced by the NEET Group.

3.4.3 '*Get Ready for Work*' (GRFW) is a specially developed individual tailored training option for young people who, without additional support, are unable to access other training, learning or employment opportunities. The support is delivered as a series of options/strands with a view to meeting the fullest possible range of client needs. The purpose of GRFW is to assist the client group to access training and/or support to acquire skills to help them progress into training, further education or employment. Careers Scotland are involved in assessing the young person's needs and matching to appropriate support, and therefore make the referrals for GRFW direct to providers.

3.4.4 Training provided under GRFW is undertaken on the basis of four strands to address current prioritised needs. As clients progress they may participate in one or more of these strands: Life Skills; Core Skills; Vocational Skills; and Personal Skills. It is, however, the Life Skills and Personal Skills strands which are most directly relevant to the NEET Group.

3.4.5 '*Life Skills*' is intended to offer a gateway to young people who are disengaged or excluded from training opportunities through traditional routes, and initially clients will be able to attend this programme on a part-time basis. In-depth assessment encourages self-awareness and helps identify aspects of a young person's behaviour which are unacceptable to society and need modification. The Life Skills route involves training providers working closely with other agencies to assist the young person, such as Housing (homelessness issues/family breakdowns), Health (general health, drug and alcohol issues), Financial Advice (money debts, money management), and Youth Justice (criminal record).

3.4.6 '*Personal Skills*' are intended to help progress clients who are unaware of their strengths and weaknesses and who either do not build on or address these weaknesses thereby halting their progression. The Personal Skills programme enables clients to learn how to identify strengths and weaknesses, use strengths to their advantage, improve areas of identified weakness, develop and demonstrate self-confidence and make decisions based on accurate and appropriate information. The key is in developing transferable skills.

3.4.7 Statistics for review of GRFW provision are available mainly at a Tayside level. However, approximately 75% of services are delivered within Dundee, which is the regional centre. The outcomes and patterns discussed below are therefore indicative of the outcomes and patterns for Dundee.

3.4.8 The 2006-2007 budget for Scottish Enterprise Tayside for GRFW was £1.5m, of which approximately 77% of related spend takes place within Dundee. The programme is delivered through a network of ten different training providers, listed in Table 14 below, of which six are Dundee-based. There has been no slippage in targets in the current year and there is currently a request for additional funding to support increasing numbers of referrals and improving achievement rates. The budget bid for Tayside for 2007-2008 has been developed to take account of increasing referral levels (inclusive of anticipated NEET impact).

Table 14 GRFW Training Providers

Dundee College	Rathbone
JHP Training	Angus Council
Perth College	Claverhouse
Angus College	Henry Boot Training
Helm Training	Support Training

- 3.4.9 Where we look at total starts as indicative of participant levels it is clear that over the last three years we have seen an increase of 21%, from 622 total starts in 2004-2005 to 757 in 2005-2006, and a further increase is likely to be reflected in the current financial year. While total starts is inclusive of those already 'in training' this figure remains fairly static over the three-year period reviewed, averaging 228, and does not therefore account for the increasing participant levels.
- 3.4.10 The success of GRFW is measured by Scottish Enterprise in terms of positive outcomes achieved as clients progress into mainstream Skillseekers (see below), employment or enter into further education. The most recently available information covers the period April to October 2006: during that period 249 positive outcomes have been achieved against an annual target of 250. If we show positive outcomes as a percentage of all leavers (465) this gives a performance ratio/success rate of 54%. The full-year figures for 2003-2004, 2004-2005 and 2005-2006 were 37%, 34% and 42% respectively. This information is summarised in Table 15.

Table 15 GRFW Outcomes

	2003-2004	2004-2005	2005-2006
Total Starts	635	622	757
Total Outcomes	208	191	250
All Leavers	566	569	593
Success Rate (outcomes as a %age of all leavers)	37%	34%	42%

Note: The 'Leavers' figure incorporates both early leavers and those who have achieved, i.e. outcomes)

- 3.4.11 Current financial year data available from April to October 2006 shows that the average cost per outcome in respect of the Life Skills element only of GRFW ranges from £10k to £56k, while the average cost per outcome for the same period for all of GRFW ranges from £2k to £11k. The considerable variations are influenced by a broad range of factors related mainly to the barriers faced by many of the young people involved and chaotic lifestyles.
- 3.4.12 'Skillseekers' and 'Modern Apprenticeships' aim to provide eligible young people with training which leads to an accepted qualification at or above SVQ level 2 or equivalent (Skillseekers), or to provide an apprenticeship which leads to an accepted qualification at SVQ level 3 or equivalent (Modern Apprenticeships). Skillseekers is also the main progression route for young people progressing from GRFW, either on to Skillseekers itself or into a job and then eventually completing an SVQ while in employment.
- 3.4.13 Skillseekers and Modern Apprenticeships are delivered in Tayside by a network of twenty-four training providers who are contracted at a local level (Table 16). In addition there are a further forty-seven providers delivering training within Tayside who are funded by other Local Enterprise Companies/areas. NHS Tayside provides a good example of Modern Apprenticeships, employing 2 Mechanical Fitters, 2 Electricians and 2 Plumbers. These apprenticeships for part of a 10-year investment training programme, employing a total of 45 apprentices.

Table 16 Skillseekers/Modern Apprenticeships Training Providers

Charlie Taylor (Lead)	Angus College
Dundee College (Lead)	DARA
Gleneagles Hotel	Goal Training (Lead)
JHP Training (Lead)	Lantra (Lead)
OTC	MGT Training
Priority Care	NHS Tayside
Coralshore	Angus Training Group
Intec Business College (Lead)	Angus Council
Perth College (Lead)	Dundee City Council
Quest	Hillcrest Agency Services
Thistle Training	Perth & Kinross Council
Tayside Contracts	XM Services

- 3.4.14 Where we look at total starts on these programmes over the period 2003-2004 to 2005-2006 as indicative of participant levels we see an average total start figure of 1066 for mainstream Skillseekers and an average equivalent for Modern Apprenticeships of 1217. The 'in training' element remains fairly static, averaging 785 and 1428 for mainstream and Modern Apprenticeships respectively.

- 3.4.15 The full-year figures for Skillseekers in 2003-2004, 2004-2005 and 2005-2006 in terms of achievement rates, i.e. achievers versus leavers were 63%, 74% and 77% respectively. Again we see a year-on-year improvement and reduction in early drop out rates, which is in part due to Scottish Enterprise Tayside working hard with providers to develop a more robust employability focus, and ensure that they take on young people who are capable and committed with a good work ethic. In other words, they are 'work ready' and sign up to the programmes knowing exactly what is expected of them by both provider and employer. This information is summarised in Table 17.

Table 17 Skillseekers Outcomes

	2003-2004	2004-2005	2005-2006
Total Outcomes	701	686	606
All Leavers	1106	923	782
% achievement	63%	74%	77%

- 3.4.16 The full-year figures for Modern Apprenticeships (excluding adults) in 2003-2004, 2004-2005 and 2005-2006 in terms of achievement rates were 53%, 58% and 62% respectively. Once again this is a clear pattern of improvement. The figures are slightly lower than with Skillseekers, which is to be expected due to the higher level qualifications involved. We are, however, now starting to see the results of working more closely with providers in terms of assessing a young person's existing capabilities and job readiness. The outcomes information is summarised in Table 18.

Table 18 Modern Apprenticeships Outcomes

	2003-2004	2004-2005	2005-2006
Total Outcomes	697	811	736
All Leavers	1312	1396	1181
% achievement	53%	58%	62%

3.4.17 Current financial year data available from April to October 2006 shows that the average contribution rates in respect of delivery of Skillseekers and Modern Apprenticeships range from £1k to £9k. The variations in this instance need to be considered in the context of the time taken to achieve the qualification and the particular vocational areas studied, which can result in variations in required study time from one year to four for vocations such as Construction.

3.4.18 The greatest challenge for the local partnership is ensuring there is sufficient provision of co-ordinated opportunities available to provide opportunities for young people who are not yet ready to enter the GRFW programme. Many clients have considerable barriers which need to be addressed before they can even participate in work experience. At present there is a range of opportunities available from the voluntary sector in particular. These need to be co-ordinated and packaged as a programme of activities in a way that will help clients make real progress and enable them to go on to a more structured opportunity such as GRFW.

3.5 ENGAGING WITH EMPLOYERS

3.5.1 There is now considerable evidence available from the recent evaluation of the Scottish Executive National Training programmes that proves what a significant contribution young people, particularly those training for a VQ, can make to a company's productivity rate.

3.5.2 At present the approach to companies is ad hoc and left entirely to third party contractors to contact the base line of companies. Whilst Scottish Enterprise, the Business Gateway and the Economic Development department of Dundee City Council all have a co-ordinated approach with priority industries and key companies, this only touches a small percentage of the company base and does not truly reflect those industries where some of the best entry level and career development opportunities lie.

3.5.3 Therefore the Employability Partnership is in the process of establishing an employer-led Board, which will act as a sub-group of the Dundee NEET Partnership, embarking on a major communications strategy with employers in the Dundee area.

3.5.4 The strategy will target key companies and industry sectors. There is already considerable local success in taking this approach, and it can be built on for the future. The Care Academy model with NHS Tayside is proving very successful with adult, long-term unemployed clients (in particular incapacity benefit clients), and the range and variety of opportunities is considered appropriate for young people. Other sectors that will be targeted include the hospitality sector, where again a major initiative by Angus, Dundee and Perth Colleges and the local tourism sector is proving very successful (Targeting Tourism). Construction and the inclusion of linking opportunities with tendering and the social housing market are also being pursued. Two pilots are underway which provide different SVQ level 2, and ultimately Modern Apprenticeship, routes into the industry.

3.5.5 Existing vehicles such as Rotary, the Chamber of Commerce, the Federation of Small Businesses, Town Centre Management for retail etc. will provide the foundation on which to build the full range of employer engagement opportunities. The public sector in the form of the City Council, the Local Enterprise Company and the universities will all be expected to play an appropriate role.

3.5.6 Key to the success of this will be convincing employees that there are real business benefits to be gained from recruiting staff and matching the right individuals with the right jobs, and Careers Scotland and the local training providers will play a crucial role in this area. Employers will also be offered an aftercare support mechanism, since any negative experiences will seriously influence their desire to offer further opportunities.

3.5.7 Employers will be asked to offer full- and part-time work experience opportunities as well as full-time, permanent jobs. This reflects the fact that many clients will need to experience the world of work and may need ongoing assistance whilst in a work placement before being ready to progress to full time employment.

3.6 EMPLOYMENT OPPORTUNITIES FOR THE NEET CLIENT GROUP

- 3.6.1 The best available indicator of occupations/industries entered following completion of Skillseekers and Modern Apprenticeship training relates to the type of VQs achieved by leavers in Dundee. Comparing the available data for the three-year period from 2003 to 2006 the top vocational qualifications achieved were as set out in Tables 19 and 20.

Table 19 Top five vocational qualifications for Skillseekers

	2003-2004	2004-2005	2005-2006
Retail	60	37	56
Administration	56	48	52
Food & Drink	33	47	28
Early Years care/education	32		26
Construction	30	29	
Hairdressing		35	29

Table 20 Top five vocational qualifications for Modern Apprenticeships

	2003-2004	2004-2005	2005-2006
Customer Service	103	96	91
Construction	82	57	66
Vehicle Body & Paint Operations	30	45	
Early Years care/education	27		30
Hospitality	25	31	33
Engineering		27	28

- 3.6.2 There are no real surprises here in terms of the top five vocational areas detailed for both Skillseekers and Modern Apprenticeships, and on the whole they are broadly reflective of the type of employment opportunity that is currently available within Dundee. With expanding service and retail sectors within the city and projected longer term growth in these sectors we would anticipate increasing demand for young people with skills in customer services, retail, food & drink, hospitality and construction. However, it is also interesting that, despite occupational and sectoral forecasts projecting a downturn in manufacturing and engineering within the city, the traditional Modern Apprenticeship in Engineering remains a top five vocational qualification for achievers.

- 3.6.3 However, achievements in the vocational areas detailed above need to be viewed in the context of projected changes to the labour market and future employer requirements. With projected large net declines in unskilled, semiskilled and skilled manual jobs there will be an even greater need for employability focus, and young people participating in national and other training programmes will be encouraged to consider carefully education and training opportunities in the context of long-term employment opportunities.

3.7 SKILLS DEMAND AND SUPPLY

- 3.7.1 Future Skills Scotland's '*Employers Skills Survey 2004*' finds that:

- Vacancy rates were generally highest in jobs which require lower levels of skills and qualifications.
- Although less than half of all vacancies were considered hard to fill by employers, 55% were owing to a shortage of necessary skills.
- As in previous years' surveys, it was 'softer' core skills such as oral communication, customer handling and problem solving which were most commonly cited by employers as lacking in applicants to skill shortage vacancies.

- 3.7.2 Of relevance to those young people that move into employment, given the emphasis in '*More Choices More Chances*' on workplace progression, one in five workplaces reported a skill gap (where employees do not possess the skills necessary for their post). These arise mainly, though not exclusively, through weaknesses in the softer skills such as organisational and planning skills, customer handling and problem solving; this affected around 9% of employees. These skill gaps disproportionately affect posts which require lower levels of skills or qualifications: the sectors affected most are the hotel and restaurant and parts of the public sector.

- 3.7.3 '*An Assessment of Generic Skills Needs*' (DfES) also identifies that generic skills are also closely associated with skills gaps, in particular with communication, team working and customer handling.

3.7.4 In order to compete for job openings and to progress once in work, young people need self-esteem, confidence and motivation; and beyond this, specific employability characteristics such as punctuality, communication, customer handling skills, team working and problem solving.

3.7.5 A key focus for our intervention with the NEET group should, therefore, be on developing skills variously described as employability/generic/deployment skills. In addition, when engaging with employers, we should focus on the higher level or technical skills which specific employers need which will enable young people to progress in employment.

3.8 BARRIERS TO EMPLOYMENT: DUNDEE PARTNER PERSPECTIVES

3.8.1 The partner organisations in Dundee assessed the key barriers to work for young people in the NEET group and at risk of becoming NEET.

3.8.2 Although the broad range of barriers to employment for jobless people identified across Scotland as a whole apply in Dundee, a number of specific barriers were believed to be particularly significant for Dundee.

- Lack of confidence is probably the single biggest factor involved in keeping people on benefits. The partners felt that this issue is much more deeply embedded in Dundee.
- Competition from international workers is becoming a much more serious issue. These workers are particularly valued by local employers because of their strong work ethic and there is evidence of their displacing indigenous young people.
- The city has the largest number of under-age mothers of all local authority areas across Scotland and as a consequence childcare issues are particularly significant in relation to the move from Welfare to Work. This has been a serious issue for the Working for Families project.
- Employer expectations appear to be unrealistic when they are recruiting for labour. A serious barrier is raised for the jobless as employers are often asking for more than they actually need for the job.
- Many young people do not have the employability / soft skills which research from Future Skills Scotland shows that employers value highly.
- Drug abuse – including recreational – is a problem which many young people do not even acknowledge as a barrier to employment.
- Sustainability even within EET once entered is an issue which needs to be addressed to avoid young people either dropping back into the NEET group or getting involved in the cycle of moving from one to another.
- Literacy, numeracy and other core skills are lacking for many NEET clients and require to be addressed.

SECTION 4 - CURRENT PROVISION IN DUNDEE

4.1 FURTHER EDUCATION

- 4.1.1 Dundee College is the major provider of vocational education and training in Dundee. It provides a range of vocational skills programmes for school pupils, aged 13 to 15. This includes: pre-apprentice training initiatives in Construction and Motor Vehicle; PACE (Pupils Accessing College and Employment); and Skills for Work (Care Initiatives).
- 4.1.2 A range of Vocational Introductory Programmes (Intermediate Level 1 provision) offer practical-based opportunities which support the preparation of young people into further education and training.
- 4.1.3 Pre-apprentice programmes in Building, Plumbing, Motor Vehicle, Electro/Mechanical Services, Electrical Installation, Welding and Fabrication, all lead into the Modern Apprenticeships programme. At present all of these programmes are well over-subscribed. Many of the unsuccessful candidates leave school and enter the NEET category.
- 4.1.4 Through enhanced joint planning and better transition arrangements, particularly with pupils with additional support needs, it is expected that more pupils will make a successful transition to college straight from school.
- 4.1.5 The Personal Skills strand of GRFW is delivered in the College's Prince's Trust programmes, along with vocational programmes in Hairdressing, Motor Vehicle Engineering, Childcare, Catering and Business Administration. These government programmes all support the preparation of young people for employment.
- 4.1.6 The Skillseekers programme (level 2, 16 to 19 years) is delivered across all vocational areas. In Hairdressing and Motor Vehicle Engineering the majority of young people progress from GRFW into Skillseekers.

4.2 DUNDEE CITY COUNCIL

- 4.2.1 The **Education Department** is a universal service, but also delivers targeted services to the NEET group:
- offsite education offering personal development programmes and work experience, as well as academic courses, is available for young people who cannot sustain a place in mainstream education; the majority of places (36) are available for pupils in S3 and S4
 - alternative education programmes, delivered via the PACE programme (see Further Education above) and Helm Training are available for pupils in their last year of compulsory education (50 places)
 - alternative SQA and other academic programmes (Access, ASDAN) are increasingly offered to young people unable to follow traditional Standard Grade courses
- 4.2.2 The **Leisure & Communities Department**, through the Xplore programme, engages with disengaged and 'hard to reach' young people between the ages of 11 and 19, providing one-to-one support, personal and social development group work, various activities and group support.
- 4.2.3 The **Social Work Department**, through its Throughcare Aftercare Service, assists care leavers into the world of work, or training, or further and higher education.

4.3 CAREERS SCOTLAND

- 4.3.1 Careers Scotland has a pivotal role to play with children and young people throughout their school career and beyond school into the world of further education and training. It offers universal career planning and employability products and services to people of all ages. Within schools core Careers support to year groups includes a range of enterprise activities and job fairs.
- 4.3.2 Targeted support is also given to clients in, and at risk of entering, the NEET group via group programmes such as Activate, WorkNet, MPower and Get Connected. NEET young people with additional support needs are case managed, and those most in need receive Key Worker support. A pilot in two secondary schools, Braeview Academy and Craigie High School, currently provides an enhanced level of service, which is proving popular. School staff identify this as a very useful way of supporting pupils, particularly those most at risk of missing out.

4.4 FIFE AND TAYSIDE WIDER ACCESS FORUM

- 4.4.1 Fife and Tayside Wider Access Forum develops and supports collaborative strategic projects that raise awareness of, and aspiration to, further and higher education for those least likely to participate in post-school learning.

4.5 DUNDEE VOLUNTARY ACTION

- 4.5.1 Dundee Voluntary Action (DVA) assists carers into employment and training, and provides links to voluntary work and then on to employment.

4.6 NHS TAYSIDE

- 4.6.1 The Condition Management Team, working with Job Centre Plus, will engage with those with health issues and concerns, once referred by the Job Centre. This includes those aged 16 to 19.
- 4.6.2 School nurses support those at school and refer to appropriate agencies as required. This includes non-attenders who state they have a medical reason for their absence.
- 4.6.3 Specialist LAC nurses are involved with children who are looked after and accommodated at home or away from home, including at the time of throughcare and aftercare services.
- 4.6.4 There is a range of health services involved with children and young people who have learning disabilities, physical disabilities or mental health issues: paediatricians in hospital and the community; allied health professionals; child & adolescent and adult mental health services; and General Practice teams. Not all young people seen by these services will fall into the NEET category.

4.7 JOINT ACTIVITIES

- 4.7.1 The Health Care Academy is a joint project between NHS Tayside and Dundee College set up in response to workforce development problems. Targeting those with low self-esteem, lack of confidence and lack of basic skills, and as part of the New Deal initiative, NHS Tayside has piloted six-week pre-employment programmes in the current session, giving placement tasters in most areas of the NHS - Catering, Domestic, Administration, etc. Programmes also include college input. Successful trainees at the end of the programme are guaranteed interviews for identified jobs. A 20-week programme is currently being developed.
- 4.7.2 The Social Care Academy has run successfully over the past three sessions. Similar in concept to the Health Care Academy, it leads to SVQ qualifications. It has clear opportunities to link with the NEET group and provide first level employment.

SECTION 5 - THE NEET ACTION PLAN

5.1 TARGETS FOR NEET REDUCTION IN DUNDEE

5.1.1 Based on the October/November 2004 baseline data from the Scottish Executive, the NEET Partnership has agreed the targets for NEET reduction by 2008, set out in Table 21.

Table 21 Local Dundee targets for post-16 NEET reduction by March 2008

NEET category	Baseline number, 2004	Reduction in baseline, %age/raw number	Target number, 2008	Rationale for reduction
School leavers, unemployed and seeking work	280	70% / 196	84	Hopes are based on earlier identification and action, and the fact they are a motivated group
School leavers, unemployed and not seeking work	80	30% / 24	56	This is a more challenging group, whose reasons for not seeking work are many and varied
Benefits - Jobseekers	300	40% / 120	180	This should be a motivated group
Benefits - Incapacity Benefits	170	30% / 51	119	This target is in line with Workforce Plus estimates, that 30% of those on Incapacity Benefits are looking for work
Benefits - Lone Parents	130	10% / 13	117	This is a modest target, based on our experience which indicates that this will be a challenging group to progress
Benefits - other benefits	40	30% / 12	28	A variety of challenges are anticipated with this target
Unknown	300	30% / 90	210	We actively seek a wider partnership contact with this group
TOTAL	1300	39% / 506	794	Overall, this is seen by the Dundee NEET Partnership as a realistic target for NEET reduction, with a degree of ambition built in

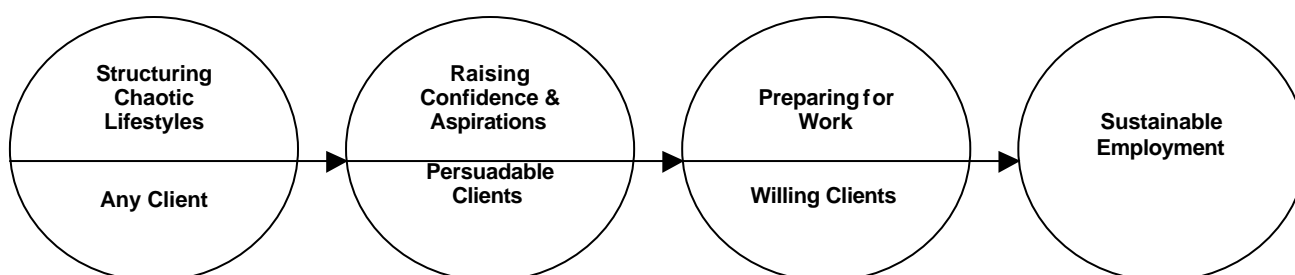
Note: Considerable work has been done to date to establish the scale of the challenge facing the NEET partnership in Dundee, and yet it is clear that more lies ahead. It had been intended to set targets for reduction in the specific NEET target groups indicated above - Care Leavers, Carers, etc. - but available data is not yet robust enough to make this a realistic prospect. It remains our intention to set these targets as soon as we are in a position to do so.

5.2 REDUCING NUMBER OF DWP CLAIMANTS

5.2.1 An overarching issue is the need to match the service delivery infrastructure that must be created with the type of client we are trying to bring through the system. Ideally these two aspects need to come together to create both:

- a pipeline of all the required support services; and
- a continuous flow of clients all the way from benefits to sustainable employment.

5.2.2 The following diagram illustrates the pipeline and the kind of clients we should try to engage at different stages. It shows in a simple way the need to match services to clients at different stages in their development in relation to their return to work.



5.3 SERVICE DELIVERY INFRASTRUCTURE

- 5.3.1 Following partnership discussions and workshops carried out for the preparation of the Employability Action Plan, the following key actions on the service delivery infrastructure have been identified:
- 5.3.2 Client Identification and Engagement
- more effective mechanisms, including agreement on potential NEET characteristics and identifiers, for the earlier identification in school of those young people at risk of becoming NEET
 - stimulating approaches to be developed to engage with potential NEET clients and their parents
 - the key development of a case management/personal adviser or key worker approach to gain the confidence of the client, and to be responsible for ensuring that the client does not fall through the net between organisations as they progress from school into education, employment or training
- 5.3.3 Service Development
- assessment/needs identification
 - the introduction of more effective confidence building products for clients further from the labour market, such as WorkNet
 - a more effective aftercare system for NEET clients entering education, employment or training
 - continuing efforts with those who have entered education, employment or training to upskill or otherwise enhance their employability with a view to entering better paid/better quality jobs
- 5.3.4 Client Assessment
- the development of a common client assessment framework and a mechanism for sharing client assessments across services, since those furthest from the labour market tend to have multiple barriers to employment and may require assistance from a number of different service providers
- 5.3.5 Staff Development
- the development of the frontline staff of both employability and support service organisations in relation to their perspective on what is good for their clients and what their clients can achieve
 - the investment in upskilling and informing staff of the range of other relevant services (an essential requirement at an early stage in the process of improving the delivery infrastructure)
 - measures to improve referral volumes and appropriateness

5.3.6 Promoting Appropriate Referrals

- investigation of possible staff exchanges, as a means of improving relationships between organisations and subsequent referral volumes and quality
- better quality processes for client handover to build upon the good work carried out by organisations further back in the supply chain
- consideration, initially on a pilot basis in one or two localities, of greater co-location of service providers

5.3.7 Employer Engagement

- the organisation of a workshop involving all organisations who build employer engagement into their processes for working with jobless people, with a view to developing a protocol for improved effort in this area
- if self-government proves ineffective, exploration of the deployment of an employer intermediary, working closely with Jobcentre Plus
- an invitation to major local employers, both public and private, to commit to the NEET Action Plan by setting a target for recruitment from the local jobless population

5.3.8 Introducing More Effective Systems

- a review of existing client management systems, to see whether they can be joined up more effectively, or whether there is a need for a more comprehensive approach to client management
- consideration of the implementation of a simple client tracking system, ideally building on existing systems
- the early development of a 'fit for purpose' monitoring and evaluation framework, including softer indicators of 'distance travelled'
- the development of an explicit communications strategy focussing on sending positive and informative messages about the Dundee Employability Action Plan, both externally to the key customers (local jobless people and Dundee employers) and internally to all key agencies

5.3.9 Purchasing Services Collectively and More Effectively

- the development of collective commissioning of services for jobless people, in order to achieve more cost effective service delivery and maximum value for the employability resource delivered in the city
- more cost effective contracting procedures, where jobs are priced to encourage investment by the provider organisation in developing their capacity, and where contracts are long enough to make this a good investment

5.4 THE EMPLOYABILITY ACADEMY

5.4.1 Partnerships have been developed over the years, but many of these are ad hoc and can lack formality or permanency. Dundee College therefore proposes the development of an Employability Academy which will bring together agencies throughout the city who are providing services and support for the NEET group.

5.4.2 The Employability Academy will access facilities within the Centre for Employability and Progression and will function as an 'honest broker' to support the Dundee NEET Partnership. It will support the two key aspects of the Centre's work, viz. employability (developing skills for future employment and training) and employee skills (developing skills for those in employment).

5.4.3 The proposed membership of the Academy will include: Dundee City Council (Education, Social Work and Leisure & Communities); Careers Scotland; the voluntary and private sectors; Job Centre Plus; Dundee College staff representation (Curriculum, School & Community Liaison, Student Learning Support, Prince's Trust); Scottish Enterprise Tayside; and employer representation.

5.4.4 The proposed functions of the Employability Academy are:

- the development of a multi-agency approach;
- identification and sharing of good practice;
- the development of effective client management procedures;
- effective tracking of clients;
- participation in development of individual client programmes;
- knowledge transfer among professionals;
- identification of staff training and development needs;
- a contribution to Dundee College programme development and evaluation; and
- provision of cohesive group access funding and joint project opportunities.

5.5 BUDGET PROPOSALS

5.5.1 Appendix 2 (NEET Funding Proposals: 2006-2008) summarises the following proposals, given Scottish Executive funding of £800,000:

5.5.2 Item 1 (£50,000)

5.5.2.1 Carry out an audit of existing provision, identify good practice, and quantify the size and nature of the challenge facing Dundee, including the 'stock and flow' of NEET clients.

5.5.2.2 Clarify and establish the outputs, outcomes and existing service fit with the NEET objectives and identify and quantify gaps in provision.

5.5.3 Item 2 (£86,000)

5.5.3.1 Building on existing partners' and the proposed City Strategy/Workforce Plus communication strategies, develop a co-ordinated communications strategy to communicate the purpose, goals and targets of the Dundee NEET strategy to staff, companies and, most importantly, young clients, all of whom will be targeted to become more actively involved in the achievement of the NEET goals. The strategy will ensure that all understand and share the same common agenda, and understand their unique contribution to what will be a continuum of provision available to NEET clients. This will include the production of a DVD which, in partnership with the Scottish Executive, could be made widely available as part of the wider NEET communications and roll out strategy in Scotland.

5.5.4 Item 3 (£130,000)

5.5.4.1 Develop training and support material and provide funds for buying licenses for same. Identify appropriate available internet material suitable to meet the needs of each of the partnership staff groups.

5.5.5 Item 4 (£310,000)

5.5.5.1. Identify and pilot initiatives to address gaps in provision, and provide funding to roll out and expand existing programmes that are proven to be working well.

5.5.5.2 Develop a set of outcomes which meets both the immediate and priority need of the 16 to 19 year-old group, and the longer term preventative need of the 14-15 and birth-13 pre-NEET groups.

5.5.5.3 Evaluate the large number of proposals for activities and programmes, which have been received from interested and relevant organisations. In order to assess and prioritise these, key selection criteria should be used: value for money/numbers/output; fit with gaps; ability to deliver/past performance; fit with strategy; fit with existing infrastructure/duplication; and pre-NEET/NEET. The selection process ought also to take cognisance of the spread of activity and investment over NEET sub-groups and ensure that each sub-group receives support.

5.5.5.4 Engage and support key workers, staff and contractors to co-ordinate and accelerate existing network activities, and engage with local employers to seek their input and increase the range and number of opportunities.

5.5.6 Item 5 (£96,000)

5.5.6.1 Appoint staff to co-ordinate and help deliver the NEET strategy. This will include a key member of staff from any one of the partner organisations, on the same principles as the recent appointment of an Employability Manager recently appointed by the Dundee Employability Partnership, and hosted by Dundee City Council.

5.5.7 Item 6 (£64,000)

5.5.7.1 Establish an evaluation and monitoring framework, in conjunction with Workforce Plus and City Strategy activity, to gauge the progress and achievements of the NEET strategy and action plan. This will involve consultancy support and will provide a framework to take the NEET strategy forward after the initial period of funding expires.

5.5.8 Item 7 (£64,000)

5.5.8.1 Apply a management fee of 8%.

NEET NUMBERS IN DUNDEE AS AT NOVEMBER EACH YEAR

	2001		2002		2003		2004		2005		2006	
	SLDS NEET	18-19 Benefit Claimants	SLDS NEET	18-19 Benefit Claimants	SLDS NEET	18-19 Benefit Claimants	SLDS NEET	18-19 Benefit Claimants	SLDS NEET	18-19 Benefit Claimants	SLDS NEET	18-19 Benefit Claimants
	387	710	372	700	446	730	362	680	266	720	307	740
TOTAL	1097		1072		1176		1042		986		1047	
+30%	329		322		353		313		296		314	
TOTAL	1426		1394		1529		1355		1282		1361	

NEET Funding Proposals: 2006-2008

Action	2006-2007 Start-up quarter 4	2007-2008 Quarter 1	2007-2008 Quarter 2	2007-2008 Quarter 3	2007-2008 Quarter 4	TOTAL
Audit of existing provision	£30,000	£20,000	Nil	Nil	Nil	£50,000
Communication strategy	£46,000	£10,000	£10,000	£10,000	£10,000	£86,000
Training and support material	£20,000	£35,000	£25,000	£25,000	£25,000	£130,000
Address gaps in provision, pilot new initiatives, expand existing programmes	£30,000	£70,000	£70,000	£70,000	£70,000	£310,000
Co-ordination and administration costs	£16,000	£20,000	£20,000	£20,000	£20,000	£96,000
Evaluation and monitoring	£19,000	£11,250	£11,250	£11,250	£11,250	£64,000
Management fee (8%)	£13,000	£13,000	£13,000	£13,000	£12,000	£64,000
TOTAL	£174,000	£179,250	£149,250	£149,250	£148,250	£800,000

Note: In recognition of the very early development stage of the Dundee NEET Partnership, the above is a proposed indicative allocation of budget.