



**Appendix 1**

Recommendations	Response	Commentary
<p><u>The Learning and Skills Council proposed changes to funding arrangements</u></p> <p>The Panel was made aware that the Government has accounted, as part of the machinery of government changes, that 16-18 funding for sixth forms and colleges will be delivered through local authorities in the future, subject to consultation and the passing of the necessary legislation. In the interim, the Learning and Skills Council will remain responsible in law and practice for the allocation of funds to all forms of post 16 education and training together with other higher education. The panel made the following recommendations:</p> <p><b>Recommendation 1</b> The Council should take the lead and control on the way in which the money is spent especially if this is not ring-fenced.</p> <p><b>Recommendation 2</b></p>	<p>completed for now. Revisit 2013 when further information available.</p>	<p>In July 2010 the Secretary of State for Education announced changes to 16 - 19 education and training aimed at streamlining and simplifying the funding and allocations system. The new system will see the Young People's Learning Agency YPLA directly funding 16 - 19 provision in FE colleges, sixth form colleges and independent providers, allowing local authorities to focus on their role as champions of young people's learning and giving them more opportunity to fulfil their responsibility to meet the needs of their local community and identify gaps in provision. At the same time, it will allow providers greater freedom in the design of their curriculum. YPLA has confirmed that the budget will remain with YPLA until at least 2013 and work on how it will be allocated is on going. The C&amp;YPS is represented by the SEN Team Manager at their regular YPLA workshop briefings. Pilot schemes are underway to inform the process.</p> <p>The YPLA will continue to support local authorities in their strategic role and work closely with all concerned to make sure that the new arrangements are introduced seamlessly. The YPLA and Department for Education has launched a 12 week consultation (closing on 4<sup>th</sup> January 2012) <a href="http://www.education.gov.uk/consultations">www.education.gov.uk/consultations</a> on the 16-19 Funding Formula Review. The review aims to introduce a simpler and more transparent methodology and support our goal of reducing the burden for providers and making funding readily understood by learners as well. In 2011- 12 the Transition panel recommended 7 new learners for funding from YPLA for</p>

<p>The Council should lobby central government to ensure ring fencing of funds especially as this could have an adverse impact on adult social care in terms of day service provisions.</p>		<p>specialist residential college and all applications were successful. In addition one young learner received extension funding for one year.</p>
<p><b><u>Recommendation 3</u></b> <b><u>My service at 18</u></b> My Service at 18 has now been established as a joint strategic transition planning group between the Children and Young People's Service and the Adults Learning Disability Partnership. The new strategic group comprises wide representatives from Statutory and voluntary services, parents and providers. The panel <b>recommend</b> that the Adult Outreach Team (Connexions Service) and Youth Offending Teams should be included in the list of key agencies.</p>	<p>Completed</p>	<p>My Service at 18 strategic planning group now includes representation from the Youth Offending Team. and Youth Community and Participation, now fulfilling Connexions role The Youth Service and Connexions have faced significant budget reductions over the past year (2011-12). The service has been evaluated and restructured to ensure that services meet statutory duties and are targeted more effectively and can readily evidence value for money. There is also representation on the four work streams set up by the planning group. Connexions have always held a key role on the Transition Panel and are working closely with families and professionals to improve the sharing of information.</p>
<p><b><u>Recommendation 4</u></b> <b><u>Work with Health</u></b> The panel recommends that the work with health is further developed with particular emphasis on pathways for young people with mental health issues.</p>	<p>3 out of 4 pathways completed. Mental Health pathway in progress.</p>	<p>Health services are well represented on My Service at 18 and on the four work streams. CYPS and Adult social Care are working with NHS commissioners to develop a MH pathway. This is currently in draft form and being circulated for comments. Continuing Health Care pathway has been developed and is in use .</p>
<p><b><u>Recommendation 5</u></b> <b><u>Linking services</u></b> The panel learned of the difficulties</p>	<p>Dedicated officer in place 2010- 2012 and work</p>	<p>This recommendation was taken forward and grant funding identified which enabled this post to be piloted for one year. C&amp;YPS and Adult social Care continued this joint funding</p>

<p>experienced by some families in understanding the complexities of the transition process and felt that a dedicated officer who could work with Children and Young People Services (C&amp;YPS), Adult and Community Services (ACS) and Health Services would help mitigate the inherent problems of the transition from one service to another and <b>recommend</b> that there is a dedicated transition family support officer operating jointly within C&amp;YPS Adult and ACS and Health Services with responsibility to oversee all departments in co-ordinating the transition process for each young person.</p>	<p>programme in place</p>	<p>arrangement up to March 2012. The following outcomes have been achieved:</p> <ul style="list-style-type: none"> <li>• Consultation with parents and carers, professional from statutory and voluntary services on the joint transition policy;</li> <li>• Organisation of transition evening in 2010 and 2011 which was attended by 85 parents of young people in transition at which information and presentations given about the transition process and adult social care provision ;</li> <li>• Organisation of transition Opportunities Fair at which 33 adult social care providers exhibited and attended by 100 young people and their families;</li> <li>• Organisation of work experience project with Tottenham Hotspurs Foundation to provide opportunity for young people in out of borough residential placements to return to local community;</li> <li>• Preparation of accessible information leaflet on transition for parents;</li> <li>• Top tips for transition circulated to all families with young people in transition;</li> <li>• Raising awareness of range of services and personalisation process in adults with key professionals in C&amp;YPS to ensure that they pass on comprehensive information to parents in transition; and</li> <li>• Support activities which led to increase in representation of parent/carers of young people in transition into adult carers forum and Partnership Board.</li> </ul>
<p><b>Recommendation 6</b> <u>Improving information</u> Children and Young People's Services should ensure that all agencies working with the transition</p>	<p>Information developed. Web based transition zone with information in</p>	<p>My Service at 18 has established a work stream to improve information for young people, parents and professionals. Improvements to date include the following:</p> <ul style="list-style-type: none"> <li>• Information on the Family Information Service has been updated;</li> </ul>

<p>of young people should be involved in the production of an information pack or directory around "Transitions and moving from children's services to Adult Services - easy guide for service users and Carers" to cover all agencies; services and support available; details of where to go for support and what should be provided including out of borough provisions.</p> <p><b>Recommendation 7</b> Children and Young People's Services should develop user-friendly non -corporate web pages, dedicated to the transition of young</p>	<p>development .</p>	<ul style="list-style-type: none"> <li>• Youth Participation and Community Service has produced a directory across the three networks showing universal, targeted and specialist services for young people aged 12 – 25 years and this is widely available to young people, parents/carers and professionals;</li> <li>• Haringey Involve Parents/carer's Forum act as 'editors' and consultants to ensure information is accessible and user friendly; the Forum also support and signpost parents/carers to relevant services;</li> <li>• We have developed transition protocols and pathways which sets out clearly the pathway for young people;</li> <li>• Easy read information leaflets have been developed to support his process;</li> <li>• Information and guidance meetings in schools and centrally have been ongoing and include opportunities to talk to young people and parents/carers who have experienced the transition process;</li> <li>• Increased attendance of parents/carers in transition the adult carer's forum and the Partnership Board has increased opportunities for sharing of information;</li> <li>• Haricare , the adult social care directory has been developed and launched; and</li> <li>• Transition zone on Haricare is currently in development and will link to the C&amp;YPS and national links.</li> </ul> <p>The Additional Needs and Disabilities Service has developed a range of proforma for young people in transition to express their views and wishes. This includes the use of symbols, scribes and video recordings. These are fully accessible and in use in schools and Haringey 6<sup>th</sup> Form Centre and available on Haringey website.</p> <p>All transition information including the Transition Policy and Top ten tip for parents, personalisation guidance and information on the forthcoming Opportunities is available on the website as well</p>
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<p>people, providing information for users and carers about services, networks and options available.</p>		<p>as circulated to stakeholders.</p>
<p><b>Recommendation 8</b> Children and Young People's Services should ensure that improved and efficient working exists between departments ensuring joint team training, meetings and better sharing/use of data.</p>	<p>Completed</p>	<ul style="list-style-type: none"> <li>• Improved transition arrangements between C&amp;YPS and Adults has been formally recognised by the National Transition Programme which rated Haringey as having made significant improvements in all key areas of transition as demonstrated by the self assessment questionnaires between 2008 -11;</li> <li>• Most importantly this has been evidenced by all young people leaving special schools had their services from adults agreed and in place by July 2011;</li> <li>• Data showing full profile of all young people in transition from age 14 years is shared with Adults on a monthly basis;</li> <li>• The database of young people in transition enables detailed projections to be made up to 2015;</li> <li>• This work is being supported by the development of a dedicated transition episode on Frameworki;</li> <li>• The 14+ Transition Panel identifies those young people requiring Continuing Health Care assessments and all young people requiring assessments and revised plans for transition in 2012 have been identified;</li> <li>• The mentoring programme has been very successful in supporting young people who do not meet the Adults criteria but who are deemed vulnerable in transition. The young people are identified through the 14+ Transition Panel and mentees have been tracked and supported to engage with their identified service. The Panel is also targeting Young People in Care in transition, again with emphasis on supporting those who do not meet Adults criteria but whom require additional guidance and support;</li> </ul>

		<ul style="list-style-type: none"> <li>• Following the reduction in the Youth and Connexions services, meetings have taken place with the Youth, Community and participation service, SENCOs in secondary schools, Haringey 6<sup>th</sup> Form Centre and Special schools to ensure statutory duties in relation to Section 139a Assessments are met. Clear roles and responsibilities have been agreed and work is underway to streamline transition plans to reflect best practice;</li> <li>• Work is underway to provide individual budgets to young people in the Additional needs and Disabilities Service who are in receipt of Short break services. This will enable young people to be better prepared for accessing the personalisation approach once in Adult services;</li> <li>• The success of the annual information sessions for parents and Opportunities Fair has led to increased parental confidence in the transition process and range of services available. There has been a significant reduction in the expressions of anxiety around transition and parents of one young woman who has now completed the transition process has recently written to managers and local press to express their satisfaction with the process; and</li> <li>• The Autistic Spectrum Disorder Steering Group comprising parents, statutory and voluntary services has developed a 10 point action plan and significant progress has been made in training staff ASD and the development of new autism specific day opportunities in borough and work ongoing with local providers to support the development of in borough housing provision for people on the ASD spectrum.</li> </ul>
<p><b>Recommendation 9</b> It is apparent that the transition team is a small unit with two</p>	<p>No increase in staffing capacity but changes in</p>	<p>There has been no increase in staffing for the transition team. The Comprehensive Spending Review and the resulting impact on public services has also seen the reduction to the</p>

<p>workers dealing with large numbers of clients with complex needs in addition to carrying out eligibility assessment for clients who might have support needs. It is important to build capacity within the transition team to support clients.</p>	<p>working practice of the multi-agency 14 plus panel to be more efficient.</p>	<p>Connexions staff who were previously able to support the work of transition social workers. However we have reviewed how the Transition 14 plus panel operates so that we can improve efficiency of work. This has resulted in the following outcomes this year:</p> <ul style="list-style-type: none"> <li>• Continuing health assessments completed and provision agreed for eligible individuals;</li> <li>• Provision in place for young people with complex needs who left school in July 2011;</li> <li>• Timely assessments planned for young people due to leave school in July 2012;</li> <li>• Work with SENCOs to ensure revised transition plans are fully completed with particular emphasis on independent living skills and housing needs; and</li> <li>• Agreement across services to target all year 10 Annual Reviews to ensure all transition details are captured and targets are set which reflect the young person's wishes and aspirations.</li> </ul>
<p><b><i>Recommendation 10</i></b>  <u>Employment &amp; Training</u>  It is apparent that there is a lack of employment opportunities for young people with special educational needs as they make the transition from C&amp;YPS to ACS. The Council needs to be proactive in creating employment opportunities and work experience placements for those young people who need them. The panel <b>recommend</b> that Human Resources Services in Haringey should consider an employment quota system for young people with</p>	<p>On track</p>	<p>We have a protocol in place to support people with disabilities into employment with the council. This is with the support of voluntary sector partners. In addition we have looked at job carving opportunities to enable jobs to be targeted to people with disabilities. Within the learning Disabilities Partnership two people have successfully gained paid employment through job carving.</p> <p>Successful pilot project with Spurs carried out last year and will be repeated in February next year which creates work experience for young people who attend residential schools out of borough. As part of their transition back in borough they will be able to access work experience at Spurs and reside at Haslemere centre.</p>

<p>learning difficulties; mental health issues and with physical disabilities to ensure employment sustainability either internally or with partners.</p>		<p>In addition we have enabled paid employment opportunities for people who chair and act as champions to the Learning Disabilities Partnership Board and associated forums.</p> <p>The launch of the Downhills Café by Adult Social Care earlier this year which provides training and employment opportunities for people with learning disabilities.</p> <p>We have a pilot mentoring programme in place for the past 18 months to support young people in transition who do not meet adult service criteria. Criteria were set up at 14 plus panel which identified people for the project. Fifteen young people have successfully completed the project and all are in employment/ training. None have been referred to mental health services, Drug/substance misuse service or teenage pregnancy services. Mentoring has now ceased but all participants are linked into the support networks of their various programmes. It is recommended that this programme continues after March.</p>
<p><b>Recommendation 11</b> The panel <b>recommend</b> that the Council should consider training those who are leaving care to work within the care profession e.g. within children homes; in the NHS, Colleges and Voluntary Sector. This would enhance their aspirations and would also act as an incentive and as role model, especially for those in transition.</p>	<p>On Track</p>	<p>This has already been highlighted and has arisen out of the pilot work adult learning disabilities service has undertaken.</p> <p>A rolling work experience programme is underway at Haslemere centre. Haslemere has also established an additional evening session for young people in transition to support their independence skills. Haringey 6th Form centre in conjunction with parents and the Additional needs and Disabilities service has established an extra curriculum activity – team Work. The group meet three nights per week and have established volunteering as a key element of their programme. Students from the 6<sup>th</sup> Form centre volunteer with the young people with disabilities and the members of Team Work, in turn, are volunteering in after school s clubs at the Vale and Riverside Special schools.</p> <p>A group of young care leavers will also provide monitoring and evaluation role for these projects.</p>

<p><b><i>Recommendation 12</i></b>  <u>Connexions Services</u>  Children and Young People Services should ensure that improvements are made to communication protocol between all agencies to establish clear lines of responsibilities particularly for out of hours provisions. Connexions Services, adult career services, health services and Jobcentre Plus need to cooperate fully to support individual young people and offer access to advice and signposting.</p>	<p>On Track</p>	<p>The Youth Service and Connexions have faced significant budget reductions over the past year (2011-12). The service has been evaluated and restructured to ensure that services meet statutory duties and are targeted more effectively and can readily evidence value for money.</p> <p>The C&amp;YPS is currently consulting on the Youth strategy for Young people in Haringey 2011 -2014. The strategy recognises that a minority of young people need intensive interventions and on going support in order to effect a successful transition to adulthood. The strategy sets out to provide a framework for the co-ordination of service delivery for young people, involving key statutory and voluntary sector providers.</p> <p>The service has undertaken a comprehensive service mapping which summarises the organisations providing services relating to young people in each network, by the primary need that the service addresses. The strategy makes clear that in particular the Youth Community and Participation service will plan for and co-ordinate the completion of S139s process through schools, to support young disabled people as they move on in post 16 education and training.</p> <p>The Youth, Community and Participation Service is a key partner in My Service at 18 and in the work stream on information and guidance for young people and parent/carers.</p> <p>A pilot programme is underway to quality assure the transition planning process including:</p> <ul style="list-style-type: none"> <li>• how well the young person's aspirations - educational, career, social, life style - are addressed in the document;</li> </ul>
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		<ul style="list-style-type: none"> <li>• evidence that the young person’s support needs are fully understood and addressed including health, social service, family etc where appropriate;</li> <li>• evidence of a person centred approach;</li> <li>• knowledge and understanding of appropriate provision within the borough and externally;</li> <li>• Appropriate language that is accessible to different audiences; and</li> <li>• appropriateness and clarity of any agreed action.</li> </ul> <p>Additionally the Quality Assurance process would also test:</p> <ul style="list-style-type: none"> <li>• the clarity and usefulness of the information about the young person’s support needs with a designated FE/training provider; and</li> <li>• the credibility of relevant assessments with YPLA where specialist residential provision is recommended.</li> </ul>
<p><b>Recommendation 13</b> The panel <b>recommends</b> that in accordance with the transition protocol there should be an integrated approach to minimise duplication of assessment activities together with closer working and better sharing of information between services. This would streamline services and reduce the level of duplication, ensuring greater utilisation of scarce resources.</p>	Completed	<p>The transition protocols and pathways have been completed. The new protocols address the need to have co-ordinated assessments and improved sharing of information. Meetings with Special Schools and Special Educational Needs co-ordinators (SENCO’s) from mainstream schools are routine and ensure that there is a good understanding of the revised transition process. New proformas have been introduced which target information and ensure it informs future plans, in particular those with continuing health and care needs. The complex care panel meets regularly and has representation from across CYPS, Health and adult social care; and in addition the work of the 14 plus panel has enabled identification of joint assessments between CYPS and Adult social Care for young people with acquired disabilities.</p>
<p><b>Recommendation 14</b> The panel acknowledged that some</p>	Completed	<p>We are already working towards capturing holistic information of young people from the age of 14plus.This work is being co-</p>

<p>issues might be addressed through the Common Assessment Framework they nevertheless <b>recommend</b> a review of the multi-agency assessment tools to minimise duplication whilst capturing all aspects of an individual's life, to determine education, physical, emotional and social needs.</p>		<p>ordinated through the work of the 14 plus group. In addition we are at advanced stage of development of a transition bridging systems tool which will capture and minimise duplication of assessments and which will be accessed by CYPS and Adult social care workers. This tool also enables the personalisation assessment process to be started pre 18.</p>
<p><b>Recommendation 15</b> Representatives from connexion Services expressed frustration at the length of time taken to receive response from Council Departments. It <b>recommends</b> that all council departments adhere to the minimum standards for responding to enquiries in line with the Council's Customer Care Charter.</p>	<p>Completed</p>	<p>Monitoring arrangements are in place to ensure that the Council's Customer Care minimum standards are met. The role of Connexions service has significantly reduced post CSR. Special Educational Needs Co-ordinators ( SENCO's) have started supporting with some of the activities previously undertaken by Connexions workers. Also we are actively managing expectations of families through several activities which include:</p> <ul style="list-style-type: none"> <li>• Development of transition policy and protocols which include feedback form parents/families;</li> <li>• active promotion of in borough adult provision prior to families visiting out of borough residential colleges; and</li> <li>• transition parent information sessions and opportunities fairs which showcases local provision.</li> </ul>
<p><b>Recommendation 16</b> <u>Strategic &amp; Community Housing Services</u> The panel <b>recommend</b> that SCHS ensure that specific monitoring</p>	<p>Completed</p>	<p>Strategic community and housing services are part of the membership of the joint strategic planning group, My Service @18, and this will enable this recommendation to be implemented. There is joint working group between children services and adults that identifies and monitors progress of</p>

<p>arrangements are in place to identify young people in transition, by ensuring dialogue is in place with colleagues in Adult Social Care to identify and capture specific needs of those in transition.</p>		<p>young people both in terms of identifying needs for adult services and financial planning. This groups meets twice a year and feeds into strategic housing arrangements. We are currently working on joint proposal to develop specific housing opportunities for young people transition.</p>
<p><b>Recommendation 17</b> The panel <b>recommend</b> that SCHS ensures that the remit of the North London Sub-Regional meeting on Housing and Social Care issues be expanded to include the needs of young people in transition.</p>	<p>In progress</p>	<p>This will be taken forward as part of the social inclusion work stream of the transition joint strategic planning group, My Service @18.</p>
<p><b>Recommendation 18</b> The panel <b>recommend</b> that Strategic Community Housing Services put proactive measures in place between Children’s Adult and Housing so that access and referrals can be improved and streamlined. This will lead to enhancement of services provided to those in transition, thus minimising the number of clients who are not benefiting or accessing services.</p>	<p>On track</p>	<p>This will be taken forward as part of the social inclusion work stream of the transition joint strategic planning group, My Service @18. There is now a proactive working arrangement between adults and housing services to identify the needs of the young people in transition; This has resulted in a identifying the needs of this group in Borough Investment Plan. In addition there are closer working arrangements which has identify key housing developments to increasing number of long term supported living arrangements to enhance independent, choice and control. Also, we are working jointly with local providers to support young people who are currently placed out of borough to return back in local community in Haringey.</p>
<p><b>Recommendation 19</b> The panel recommend that Children’s and Adult Services work closely with Central Procurement</p>	<p>On track</p>	<p>A Joint Commissioning review group has been established and has agreed that the two areas of focus will be transition and specialist equipment. The work will inform procurement processes and the preparation of specifications. The 11- 19</p>

Team to produce robust tender specifications in order to commission quality services at a reduced price.		Joint commissioning steering group has a focus on transition which will contribute to this process.
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