



NOTICE OF MEETING

EDUCATION, CHILDREN & YOUNG PEOPLE SCRUTINY PANEL

THURSDAY, 17 OCTOBER 2024 AT 5.00 PM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

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If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Membership

Councillor Hannah Brent (Chair)
Councillor Yinka Adeniran (Vice-Chair)
Councillor Brian Madgwick
Councillor Mary Vallely

Councillor Leonie Oliver
Councillor Lee Tindal
Catherine Hobbs
Helen Reeder

Standing Deputies

Councillor Simon Boshier
Councillor Spencer Gardner
Councillor Ian Holder
Councillor Abdul Kadir

Councillor Derek North
Councillor Benedict Swann
Councillor Gerald Vernon-Jackson CBE

(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: www.portsmouth.gov.uk

AGENDA

- 1 Apologies for absence**
- 2 Declarations of members' interests**
- 3 Minutes of previous meetings (Pages 3 - 16)**

RECOMMENDED that the minutes of the meeting held on 12 September

2024 and 26 September 2024 be confirmed and signed as a correct record.

4 A review into work experience opportunities for young people within PCC

The panel will continue their review and will hear evidence from the following witnesses:

Lauren Bumstead, Careers & Progression Team Leader
Jess McGovern-Guess, Careers Hub Apprentice.

Youth Cabinet

Lesley Otitioju, Mackenzie Bird and Quinn Wylie.

Young people

Tiffany Underdown
Kim Gilliam

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Agenda Item 3

EDUCATION, CHILDREN & YOUNG PEOPLE SCRUTINY PANEL

Minutes of the meeting of the Education, Children & Young People Scrutiny Panel held on Thursday, 12 September 2024 at 5.00 pm in the Executive Meeting Room, Portsmouth Guildhall.

Present

Councillor Hannah Brent (in the Chair)
Councillors Yinka Adeniran
Mary Vallely
Lee Tindall
Reeder

44. Apologies for absence (AI 1)

Apologies for absence had been received from Councillor Brian Madgwick and Councillor Leonie Oliver. Apologies also were also received from Rob Sanders, diocese representative, Sarah Daly, Keeley Mitchell and Councillor Horton who was invited as Cabinet Member.

45. Declarations of members' interests (AI 2)

There were no declarations of interest.

46. Minutes of previous meeting (AI 3)

Councillor Vallely said that she had phoned and given apologies for the meeting on 7 March 2024.

RESOLVED that the minutes of the previous meeting held on 7 March 2024 be approved subject to adding Councillor Vallely's apologies.

47. A review into work experience opportunities for young people/young adults within PCC (AI 4)

Mike Stoneman summarised the scoping document and the purpose for the review. The panel agreed the scoping document.

The Chair invited Amanda Percy, Post 16 Skills and Campaign Manager, to give some background in the work her and her team does. Amanda explained that she leads the Employability Academy with her colleague Lauren Bumstead, which supports vulnerable young people into employment. There is some very good support developing with internships and apprenticeships, but many of the young people they work with have never had experience of a workplace at all. The Employability Academy looks to give young people the chance to meet people in a working environment, understand the opportunities they have, receive informal mentoring and raise aspirations. It is not always about the traditional two-week work placement; often they are looking for opportunities for a young person to spend some

time in a workplace to build on their confidence, start to develop a knowledge of the workplace and gain skills that might make them employable. A high proportion of the young people who are not in education, employment or training (NEET) have never had an introduction to employment and these are the ones that we need to support the most.

In response to a question, Ms Percy said that there are approximately 400 vulnerable young adults that they are working with at any one time. For many of the young people, PCC are the ones who have to help them find placements as they don't have the links to find placements. The young people who are NEET or at risk of becoming NEET should be the ones to prioritise. Many of the young people are not in a college placement and school work experience programmes vary.

There is an upcoming placement with the Culture, Leisure and Regulatory Services team and they will be offering the supported interns a placement from October to January. These are young people with special educational needs (SEN) or an Education Health and Care Plan (EHCP) and is more of a bespoke programme as it is part of a college course. There are also ongoing conversations about other placement opportunities. Mr Stoneman added that the panel would hear from the Culture, Leisure and Regulatory Services directorate at the next meeting so would receive more information then.

Lauren Bumstead, Team Leader, Careers and Progression said it depends on how the young person has been referred to the team and what their current situation is. Care experienced young people are offered help via the Employability Academy which is a new programme and one small cohort has gone through this so far and it is about to be launched again for a second time. This will be a 10 week programme in which they will attend a weekly workshop covering sessions such as CV writing, mock interviews and identifying their skills. Throughout the course they will have pathway discussions to discuss their aspirations, and they will try to match them to a workplace opportunity and support them in the workforce. If they are not successful in that time they will continue to work with one of the advisors who will support them until they are successful in obtaining a placement.

Lauren explained that they are working closely with PCC departments and also Shaping Portsmouth to tie into those companies working with them to see what opportunities are available. These could be a couple of hours a day to start with as some of the young people will not be ready for a full day or week placement. They will then hopefully gain the confidence to work up to more days.

The young people who are NEET they will have an allocated careers advisor who will mentor them through their journey, this might be to return to education. They also work with the HIVE for workplace and volunteering opportunities and work closely with the Prince's Trust who have short programmes to boost young people's employability skills. In response to a question about what is missing from her point of view, Ms Bumstead said it is the opportunities that are missing and the support in the workplace. Some of these young people have had a difficult background so may need extra

support and mentoring in the workplace so employers need to be empathetic and patient with them. Ms Percy said another thing that benefits the young people they work is being paired with a younger member of staff who may have been through similar background and this can have a positive effect on the young people.

In response to a question, Ms Percy said that PCC track every young person who is leaving Year 11 and those who have not made a college placement or a training placement are prioritised and offered support. PCC has a big 'risk of NEET' programme where the risk of NEET indicators is reviewed from year 10. The indicators have just been revised to include some other factors. Her team then talk to the schools to offer support and in year 11 they have a risk of NEET programme which is partly funded by PCC, partly by schools and partly by colleges where they identify those most at risk of becoming NEET and an advisor will work with them from the Spring term in the school and in the Summer term take them to enrolment. Those referred to the team will often need work experience during that time. There is a drop-in service based on the ground floor of the Civic Offices where families and young people can drop in when its right for them and this is making a big difference. Mr Stoneman added that although PCC is very good at tracking these young people, the challenge is that the numbers who are NEET is increasing which is a concern. More placements for the young people would make a big difference but it was also important to be creative with these.

Lisa Morgan, Service Leader, Youth Offending Team, advised that she works with the most vulnerable and often present with challenging behaviour. They often struggle more in the workplace so need the extra support. She agreed that they are not looking for a two-week placement but it is more about showing a young person what a work place looks like and how it feels. This may start off as going in for an hour and then if that works out going in for half a day and building on that. There are more boys than girls in her service and they tend to be more interested in practical trades and sports and leisure. Many also just want a job to earn money but they have never had a job and do not realise what it entails. Sometimes they do complete the Prince's Trust courses as a stepping stone to employment. Ms Bumstead added that sometimes the young people have a fixed idea of what they want to do however if they sat and had a chat with someone doing the role they may decide its not for them and then they can look at other alternatives.

Ms Percy said they are trying to move away from the term 'work experience' to 'experiences of the workplace'. They gave an example of John who now works at PCC in security who had many years of support and training from the team and is doing well and is still being supported.

Sam Bushby, Deputy Director Children and Families added that young people with a variety of needs that need something very different in terms of opportunity. Some other young people are driven into the workplace due to family pressures and they feel they need to be bringing in income.

The Chair said she felt that discussions were needed with employers so that they recognise that with care experienced young adults there can be a lot of trauma so these young people will need extra support.

Ian Maguire, Assistant Director Economy, Transport and Planning

Mr Maguire said that the directorate was very varied and one of the more professional parts of the Council with chartered planners, surveyors and engineers and there are also roles in parking and administration and customer service. There are therefore lots of opportunities, however the ones he felt they had seen the best success of taster days was with their contracted partners such as Colas and coastal partners. He felt that this was intrinsic and there was more work to do around that. This is an element of social value which is now part of their procurement. This year Colas have done three placements with Havant and Southdowns College and the Transport team had some T level students in for work experience. Coastal partners have had a week long activity delivering that with local schools so there are lots of opportunities to embed this in their contracting with partners.

In terms of barriers Mr Maguire felt there were two main barriers:

Capacity; a senior member of staff has to be taken off their usual work to support and host a days work experience along with a junior member of staff so the work experience student has someone to interact, with is a lot of FTE production lost. He added that wholistically this is absolutely worth doing however this work will need to still be covered. If they wanted to do more placements, more management capacity would be needed.

Safeguarding and GDPR; bringing someone in for a short placement creates the same amount of work as a new member of staff. If they need access to servers to carry out any work, those serves will give them access to information that they may not be allowed to access and there are complicated procedures around that. These issues are resolvable however it is all officer time and cost to the Council and is one of the hidden costs that appear in service budgets. He added that they had seen some really good results bringing young people into the organisation. A lot of high-level apprenticeships in the directorate are level 6/7 which are delivered by universities and there are some delivered by college such as business administration.

In response to a question about whether a two hour site visit would be possible, Mr Maguire said it would be although there would still be a safeguarding challenge and require co-ordination.

Donna Hoyle, Adult Social Care

Ms Hoyle said that currently they are providing work experience to college students and she has been trying to co-ordinate this more with Portsmouth College. These are usually a two-week placement or longer but they could certainly offer a one day or shorter opportunities as discussed earlier.

In terms of barriers, she felt that these were DBS checks, risk assessments, GDPR and confidentiality generally and mandatory training, however if it was a short taster to look around and shadow someone, these would not be required. Ms Hoyle said she would be keen to explore that further. The usual types of roles they provide work experience in are ancillary roles such as administration or catering although do occasionally offer roles in care work with supervision. Other options for work experience would be to shadow the activities co-ordinators, entertainers and fitness instructors who visit the care homes.

In response to a question, Ms Hoyle said that DBS checks take months to complete. Ms Bumstead added that they have a young person about to go onto a pre apprenticeship with the DASS service and she has not got the required documents to obtain the DBS so they are in the process of applying for these so that she can they obtain the DBS before she can start the apprenticeship. Due to the wait the young person can start to lose enthusiasm as they want to get started. Enhanced DBS checks take longer, there is a significant backlog which is affecting multiple areas around recruitment. Ms Bumstead added that it can be a further issue with those who are care experienced and have moved multiple times to obtain five years of address history with a letter each time and felt that the onboarding process needs to be more flexible for young people.

Ms Percy said they are looking to put together a package offering support to departments and preparation work such as the young person coming to a session in the Civic where they receive support before coming to do some visits, and asked Mr Maguire and Ms Hoyle if this was something they could facilitate. Ms Hoyle said yes and this is what she does with Portsmouth College, she will visit the college and take some staff along to prepare the young people before they start their placement. Mr Maguire said if there is a co-ordinated process and barriers are removed this would help get staff on board and volunteer their time to help a young person interested in doing work experience with them.

Councillor Vallely said if any of the young people were interested in politics she would be willing for to talk to them and they could shadow her. Ms Percy said they would take her up on the offer. In response to a question officers said that young people were not often interested in working with the police, the same with teaching. They were more interested in hands on or virtual careers rather than the traditional careers unfortunately. Members commented that it was all about exposure, young people need to see what careers are out there and that's why site visits are vital. The team are in close contact with the base and other local businesses about opportunities available.

Ms Bumstead added that some young people were part of the creative arts programme at Bransbury Park and the young people enjoyed being part of it and had a sense of achievement. Ms Percy said that the bespoke programmes work very well as they can be with a group of young people and the arts programme is something that they would like to replicate.

Members noted that they would hear from the remaining directorates at their meeting on 26 September. It was agreed that the meeting after that would be held on 17 October where they would hopefully hear from the Youth Cabinet and young people.

The meeting concluded at 6.00 pm.

Councillor Hannah Brent
Chair

EDUCATION, CHILDREN & YOUNG PEOPLE SCRUTINY PANEL

Minutes of the meeting of the Education, Children & Young People Scrutiny Panel held on Thursday, 26 September 2024 at 5.30 pm at the Civic Offices, Portsmouth

Present

Councillor Hannah Brent (in the Chair)

Councillors Yinka Adeniran
Brian Madgwick
Mary Vallely

48. Apologies for absence (AI 1)

Apologies for absence had been received from Councillor Leonie Oliver and Lee Tindal. Apologies were also received from Education Representatives Rob Sanders and Helen Reeder.

49. Declarations of members' interests (AI 2)

There were no declarations of interest.

50. Review into work experience opportunities for young people within PCC (AI 3)

Natasha Edmunds, Director of Corporate Services

Natasha explained that this year the service had recruited 26 new apprentices; this was to young people as well as for existing staff, across 54 different apprenticeship standards. Examples included chartered surveyors, business administration, IT and customer service. They are also working to introduce supported internships, and she is a corporate sponsor for that.

There were some real successes with last year's cohort with going on to secure permanent employment. The service also uses social value policy to extend that to external opportunities with the Council's supply chain. They recently ran an event with suppliers who are contracted with the Council along with beneficiaries and young people, some who have learning disabilities. This was an immense success and welcomed by all of the attendees. The workshop gave the opportunity for young people to talk about the barriers they faced with gaining work experience and employment. Employers who employ young people were able to share their experience with other suppliers about overcoming some of the barriers in terms of recruiting and supporting young people in the workplace. This sharing has resulted suppliers actively looking to recruit people and participating more widely in the supported internship programme. More work is planned to focus on other groups such as care experienced young people as well as other groups who struggle to gain work experience and employment. Amanda Percy, Post 16 Skills and Campaign Manager, added with that the supported internship programme having the

links to suppliers made a huge difference and two of the Council's organisations; Voi scooters and Mountjoy, are now on board with this. The Council try to focus on those suppliers based in the city. There is a list of all suppliers through procurement and the Council have good relationships with all of the contractors so they reach out to them through procurement colleagues. Ms Edmunds said the directorate works with John Attrill the Learning and Disability Champion at the Council to use his contacts to reach out. They also worked with some of the other services they commission such as the Minstead Trust.

The directorate also build into some of the recruitment policies and training, the framework for managers to help them in developing their approach to recruiting young people. Some of the feedback they have received from staff when looking at recruitment systems is the barriers of recruitment for young people and ethnic minority communities. They are working with the Race Equality Network to address these barriers in recruitment for those communities.

In the last year, the directorate have supported two A-level students interested in politics to shadow councillors and she had supported members with this. The service has also previously supported sixth form students to observe the count for the General Election.

Barriers

Ms Edmunds felt that these were around the support required for young people, their work readiness and how the organisation supports them. This was one of the successes of the supported internship programme as there are job coaches and people to support them on what to expect in the workplace. Managers in the organisation must balance supporting a young person in the workplace with delivering a service with tight financial constraints and capacity challenges.

In response to a question from the Chair, Amanda Percy said that they were keen for young people to come into the Council to meet with staff to see what they do or have an 'information interview' where they ask a few questions to a manager find out how they got into the role, what they like and do not like for example, this can sometimes be enough for young people to move on a step and decide if this is a career they want to pursue. Ms Edmunds said that this is something the directorate could look at doing. The capacity of the organisation is the biggest barrier to co-ordinate this activity. The other barrier is attracting young people to come and complete work experience in the Council as it is not always seen as the most interesting option and people do not always realise what a local authority does so there is work to be done around promoting the vast opportunities within the Council.

The supply chain opens out the opportunity for work experience across a broader range of areas of work that might be more attractive to young people. She felt that if directorates knew more about the careers that young people are interested in, they could facilitate more opportunities within the Council and across the city. There is already a good link in place with the progression advisors and team leaders. Ms Percy said that one of the things the

progression advisors have suggested is to host an 'experience week' at PCC where a group of young people can come in and receive some learning on the first day on protocols and health and safety. They will then spend a phased week with time in every directorate to see what interests them.

In response to a question, Mr Stoneman said that unfortunately the numbers of young people aged 16-18 who are not in education, employment or training (NEET) has increased. The Council does have a strong record of monitoring those young people and each has a progression advisor. Ms Bushby added that children seeking asylum are unable to work until they receive their 'leave to remain' however they can carry out work experience.

Claire Watkins, Business Development and Projects Manager and Rachel Richardson, Performance and Change Officer

Claire Watkins presented the report. She said that the museums collections give an opportunity for young people to explore identity and advocacy, and they have had some successful projects such as the 'I Will Movement' where young people used the D Day collection to explore how they could advocate for themselves. For parks, there is a funded arrangement with the Princes Trust to have opportunities for young people to get involved in the regeneration project at Victoria Park to gain valuable skills.

The apprenticeships they have offered were listed in the report and the directorate are engaging with Amanda Percy on the supported internships piece.

As part of the contractual arrangement with BH live there is a commitment to offer work experience for young people and they have also had apprenticeships that have progressed to permanent employment. Andrew Simpson Watersports Centre have also offered opportunities for work experience as part of the Andrew Simpson foundation.

Ms Richardson said that the Detectives Programme run at the library had some neurodiverse adults who volunteering for this. She had been speaking to Lauren Bumstead about opening this out to care experienced young people for two hours a week. Regulatory Services have said they are keen to hold some inspirational taster sessions for young people, the library and museums services will be offering the same. They can then go on to do work experience in any areas of interest.

Barriers

Ms Watkins felt the main barrier was funding. Most of the opportunities so far had been for short term where they had advocated a bid from an external source such as the Arts Council, which has given the funding to enable an outreach worker. She felt they would struggle with longer term work experience opportunities as they would require a member of staff to support the apprentice. The service did offer Kickstarts but there was no social support with it so managers were drawn away from business as usual and services were being affected. Some managers are also nervous on how to deal with young people who may have complex needs. Ms Richardson said it

would be useful if there was some training for all managers in the Council on how to support these young people.

Ms Percy said that the Solent Careers Hub which is a partnership between Portsmouth, Southampton and Isle of Wight local authorities and they have done immersive days at the port. It would be good to transfer that model to the culture and regulatory services directorate as that brings staff to supervise.

Helen Atkinson, Director of Public Health

Ms Atkinson said that there were approximately 60 people in the directorate, 30 of these are in the wellbeing service which is frontline work with residents. They are a formal training site for the Wessex Deanery and Health Education England so there is some NHS funding for training available. Every quarter the directorate takes three F2 doctors from Queen Alexandra Hospital who they train for three months. They also have GP registrars who stay in the directorate for six months as well as public health training posts who come for a year. The directorate must provide educational supervisors for every one of those training posts which can be up to 15 people at one time.

In the last year the directorate received some additional funding and support from the Wessex Deanery for research on social mobility and barriers to careers and they worked with 10 young adults from an ethnic minority group or deprived community about what stops them getting employment. Some useful learning came from this. Most of the people did not want a career in public health but wanted careers in health and care. The directorate then worked with HR and the directorate now attend all the career fairs. As of this year the directorate started supporting students at Havant & Southdowns College doing their T levels in Health and Social Care and they are given the opportunity to carry out work experience with the Wellbeing service. There are also three Community Health and Wellbeing worker apprenticeships for a period of 18 months which are funded by Wessex Deanery. There are a further two graduate trainee posts for two years and they get their practitioner recognition and other qualifications. The service also works closely with the University of Portsmouth with the medical school and dental academy. There are 70 pharmacy students from the university getting work experience coming in to carry out blood pressure checks. The Health Determinants Research funding to ensure the Council becomes a research focussed organisation and enable training of the community to become researchers. Starting in January 2025 there is funding for six undergraduate placements, (two per year or three years).

In response to a question, Ms Atkinson said she would be happy to offer taster days to young people. Ms Bushby said that many of the young people are interested in mental health and this could be an opportunity for work experience. Ms Atkinson said this could be explored and roles could be ringfenced for care experienced young people. Ms Percy added that young people often do not know about the opportunities. Members felt that communications could be used to help promote these opportunities.

Chris Ward, Director of Finance & Resources

Mr Ward explained that in the main the posts are professional occupations however there are many training opportunities available through a particular career pathway. Currently there are six trainee accountants there are also accounting technicians, procurement and revenue and benefits all completing a professional qualification. He said the Council was atypical for this as most local authorities will recruit to their areas through the market. The graduate trainee programme is very structured and is for three and a half years. This is also offered to existing staff. There are also apprenticeship pathways which are based on turnover as there is limited funding available. When a post becomes vacant the directorate will consider whether an apprentice is an appropriate option. In the last 12 months the directorate have appointed at least two apprentices and all experiences with apprenticeships had been positive ones.

Apprenticeships had been offered in payroll, central financial planning, audit, accountancy. Four apprenticeships had been offered in the past two years and there had been take up of three. There are currently five trainee accountants.

Barriers

Mr Ward said these are funding as it is limited. Another barrier is that the nature of their work is very deadline orientated with constant cycles where there is intense activity at various times and during these times it is difficult to support an apprentice. This means they need to be selective around timing. There is an embedded training regime that has supervision attached to it.

Mr Ward said what we put out in terms of our contracts and the social value offer, that would be the biggest driver to offer employment to young people. Ms Percy agreed and said it was important not to underestimate the support required for employers to make it work.

In response to statistical neighbours having good practice, Ms Percy said that they talk regularly. Southampton is in a similar position but they have more unknown children and look at Portsmouth and want to do what we do. The traded services with schools and colleges in Portsmouth is also very strong.

In response to a question, Ms Daly said that some of the needs of the care experienced young adults are great and at times the trauma will appear so it was important to look at how they support employers with this alongside them getting the job done. They would like to do more work around this. Some of the progression advisors also work in the traded service and are all qualified to or working towards level 6. There are approximately 5 FTE but at least 3 of these are concentrating their work with the traded service. The professional advisors are partly funded through the cash limit within the Council but a significant amount is through the traded services with the schools and colleges and various grants. Their case loads have doubled due to the increase in NEET numbers so more FTEs would be welcomed to meet the demand. In response to a question Ms Daly said that employer patrons could be something to explore with external partners.

Jo Bennett, Assistant Director Housing Need and Supply

Play and youth service

Jo said she felt the strongest practice in terms of career pathways was in youth and play services and also in building services, where they have focussed hard on creating the professionals needed for the future. Within youth and play the team have been helping to write a play work apprenticeship programme. There have been four school aged work experience placements in the past two years within youth and play. They are also listed for opportunities on the supported internship programme and they have regular university placements for those studying youth work; there have been approximately 15 in the last two years. As a service they are looking at whether they can offer T levels in childcare. Play and youth have employed one play worker apprentice and have plans to advertise more posts as apprenticeship opportunities when they have capacity. There are currently 10 apprentices, 9 existing staff members and one new apprentice to the service. With regard to university students 20-25 students were offered opportunities within play and youth. One of the barriers can therefore be professional boundaries and the need to consider the appropriateness of a placement. They are also difficult careers to come into at a young age.

Housing, Neighbourhoods and Buildings

The team are responsible for all Council buildings, leasehold properties as well as the commercial properties; there are about 18,000 properties. Comserv offer 15 work placements per year, Mountjoy offer four work placements per year and Liberty gas offer two work placements per year. The buildings repair service also offers one placement per year. There are a number of technical professions and one of the things that could be done is to offer a 'look/see' for young people to come into the directorate to see every area and then be told the options you would need to choose to go forward with the career. This is something being looked into.

There are currently 13 building surveyor degree apprentices, two surveying technician apprenticeships, one business administrator apprenticeship and one architect degree apprenticeship. Last year an apprenticeship was created in the homelessness service which has been extremely successful. She felt that the directorate was very good at accommodating young people into posts but felt more could be done in sharing the experiences of the apprentices to encourage more into the service. She felt that the Council could also support young people more in work readiness. There was a piece that one of the contractors had done where the young people were asked just three interview questions and she thought this was a brilliant initiative that the Council could use. She added that the directorate does not have ring fenced placements for care experienced young people but could look at this as well as the 'menu' of options available in the directorate to show young people what is out there.

The meeting concluded at 7.00 pm.

Councillor Hannah Brent
Chair

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