

Sent: 04 December 2019 14:03

Subject: FOI-19-1416 - 14-19 Year Olds

Thank you for your information request of 22 October 2019 and please accept our sincere apologies for delay in providing the response to you. Aberdeen City Council (ACC) has completed the necessary search for the information requested. Our response is now detailed below.

I would be pleased if you could cooperate with the following Freedom of information request

- A. Please do not exceed the costs allowed by the freedom of information act, should there be an indication that this may be the case, please process the request for information in ranked numerical order as below. (i.e. 1-6)**
- B. Please ensure that this request is deemed “confidential” where appropriate**
- C. Please provide said files in either PDF/doc format**
- D. Where relevant please provide redacted copies where you feel this should be the case**
- E. PLEASE NOTE THAT I AM DISABLED:**
 - Navigating and downloading numerous linked documents which may be on your web site may prove hugely problematic for me.
 - MY PREFERENCE therefore is to be sent copies by PDF and doc format
- F. Best fit principles. Please use your discretion as to what should be sent. I.e. if my terminology does not exactly match your authority’s terminology i.e. “Council plans,” “corporate plans” or “corporate strategies” are essentially the same in substance**

Preamble and background

Please note that this refers to be 14-19-year age group and its provision within your local authority. The main area of focus is education, with overlapping interest in the provision through social services, health services, employment and any other multiagency services(including voluntary) which are considered by your authority to be relevant in the support of this age group

Please provide copies of:

- 1. 14-19 Policy, strategy or corporate plans or similar**
 - a) Your latest strategy (or similar documents) specifically for 14-19-year-olds and their provision in education or any other service within the last three years and the most recent three (3) if these are available. I.e. no more than 3 docs**

We do not have a specific strategy document for 14-19.

We are unable to provide you with information on **our latest strategy (or similar documents) specifically for 14-19-year-olds and their provision in education or any other service within the last three years and the most recent three (3) if these are available** as it is not held by ACC. In order to comply with our obligations under the terms of Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

b) Any statistical analysis which you publish or produce for members as a separate document on the needs of 14-19-year-olds pertaining to their education, welfare or other needs within the last three (3) years or the most recent three (3) . I.e. no more than 3 docs

The Performance and Improvement Team has not published or produced a separate document of statistical analysis for members on the needs of 14-19-year olds pertaining to their education, welfare or other needs.

We are unable to provide you with information on **any statistical analysis which you publish or produce for members as a separate document on the needs of 14-19-year-olds pertaining to their education, welfare or other needs within the last three (3) years or the most recent three (3)** as it is not held by ACC. In order to comply with our obligations under the terms of Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

c) Any statistical analysis which you publish or produce for members as a separate document on the evaluation or implementation of the 14-19 strategy or plans within the last three (3) years or the most recent three (3) if these are available. I.e. no more than 3 docs. These may be incorporated into generic documents i.e. for the whole authority

The Performance and Improvement Team has not published or produced statistical analysis for council members on the implementation or evaluation of 14-19 strategy or plans.

We are unable to provide you with information on **any statistical analysis which you publish or produce for members as a separate document on the evaluation or implementation of the 14-19 strategy or plans within the last three (3) years or the most recent three (3) if these are available** as it is not held by ACC. In order to comply with our obligations under the terms of Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

2. Analysis of data submitted to council/members

a) Please provide copies of any termly, quarterly or annual reporting etc to council or members where there is a specific heading in the report for the provision of 14-19 roles pertaining to a number of areas i.e. Attainment/achievement within the last two (2) years or the most recent three (3) . I.e. no more than 3 docs

The Performance and Improvement Team has not published or produced any termly, quarterly or annual reporting etc statistical analysis to council or members where there is a specific heading in the report for the provision of 14-19 roles pertaining to a number of areas i.e. Attainment/achievement.

We are unable to provide you with information on **copies of any termly, quarterly or annual reporting etc to council or members where there is a specific heading in the report for the provision of 14-19 roles pertaining to a number of areas i.e. Attainment/achievement within the last two (2) years or the most recent three (3)** as it is not held by ACC. In order to comply with our obligations under the terms of

Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

3. 14-19 Not in employment or education or training data

b) Please provide copies of your strategy/strategies for 14-19-year-olds who are classified as not in education, employment or training (NEETS) produced within the last two (2) years or the most recent three (3) . I.e. no more than 3 docs

Please find enclosed document ref: FOI-19-1416 – Final Version YEAP January 2019.

c) Any statistical analysis which you publish or produce for council members as a separate document on the implementation or evaluation of the 14-19 strategy or plans within the last three (3) years or the most recent three (3) . I.e. no more than 3 docs

The Performance and Improvement Team has not published or produced a separate document of statistical analysis for council members on the implementation or evaluation of 14-19 strategy or plans.

We are unable to provide you with information on **any statistical analysis which you publish or produce for council members as a separate document on the implementation or evaluation of the 14-19 strategy or plans within the last three (3) years or the most recent three (3)** as it is not held by ACC. In order to comply with our obligations under the terms of Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

3. Quality assurance

(a) Please provide me with the latest copy of your general or generic quality assurance policy or strategy

Please find enclosed document ref: FOI-19-1416 – Quality Improvement Framework.

(b) Please provide me with the latest copy of your quality assurance policy or strategy pertaining to 14-19-year-olds if there is one ,if not this may be contained in an overarching general quality assurance strategy

This is also included in the document provided above: FOI-19-1416 – Quality Improvement Framework.

4. KPI Monitoring Data submitted to council

a) I am particularly interested in any KPIS(key performance indicators) or data or measures which are submitted to council members or the education committees. This would include exclusions, attainment, attendance, achievement etc. Please can you provide me with two (2) samples of such monitoring reports which are submitted on a routine basis?

All key performance indicators, in relation to exclusions, attainment and attendance, are reported to the Education Operational Delivery Committee. The individual reports are available as PDFs on the Council website and reported bi-annually. The hard copy of one of the reports is attached for your

convenience, however, we were unable to attach the other one due to it's size. Please let us know in case of any problems viewing these links:

Education Improvement Journey – 12 November 2019

<https://committees.aberdeencity.gov.uk/documents/b20027/Additional%20Circulation%2012th-Nov-2019%2010.00%20Education%20Operational%20Delivery%20Committee.pdf?T=9>

Please find enclosed document ref: FOI-19-1416 – 16th May 2019 10.00 Education Operational Delivery Committee which is available through the link below as well:

<https://committees.aberdeencity.gov.uk/documents/g6879/Public%20reports%20pack%2016th-May-2019%2010.00%20Education%20Operational%20Delivery%20Committee.pdf?T=10>

As any **KPIS(key performance indicators) or data or measures which are submitted to council members or the education committees** is otherwise accessible through the above links on the Council website, it is exempt from disclosure. In order to comply with our obligations under the terms of Section 16 of the FOISA, we hereby give notice that we are refusing your request under the terms of Section 25(1) - Information Otherwise Accessible - of the FOISA.

5. Joint 14-19 role strategies, consortia or forums

Where there are established forums, or groups or committees established on a formal basis or otherwise in your local authority please can you provide me with the

a) published minutes of the last three (3) meetings

We do not have a specific 14-19 forum, however, as a duty to provide support and assistance, we confirm that we do represent young people 12-25 years across Aberdeen. Please see below the link to their website where they have info on their manifesto, agendas and minutes:

<https://sites.google.com/view/aberdeencityyouthcouncil/home?authuser=0>

We are unable to provide you with information on **published minutes of the last three (3) meetings of Joint 14-19 role strategies, consortia or forums** as it is not held by ACC. In order to comply with our obligations under the terms of Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

b) Published reports or documents (last three (3) describing, evaluation or reporting on its work

We do not have a specific 14-19 forum, however, as a duty to provide support and assistance, we confirm that we do represent young people 12-25 years across Aberdeen. Please see below the link to their website where they have info on their manifesto, agendas and minutes:

<https://sites.google.com/view/aberdeencityyouthcouncil/home?authuser=0>

We are unable to provide you with information on **published reports or documents (last three (3) describing, evaluation or reporting on its work of Joint 14-19 role strategies, consortia or forums** as it is not held by ACC. In order to comply with our

obligations under the terms of Section 17 of the FOISA, we hereby gives notice that this information is not held by us.

6. Personal education plans

- a) **This is a statutory requirement for all looked after children**
- b) **Please provide me with any information (reports or surveys or similar) regarding the monitoring of Personal Educational Plans by social services or the education department**

A Child's Plan would be subject to review by all contributors to the plan, including parents and the child / young person. The content of plans is reviewed and feedback provided when a request for assistance is made. With regard to Looked After Children schools are required to demonstrate that they have considered the need for a Child's Plan and to document this.

- c) **Please provide me with any guidance notes you provide to social workers and/or schools pertaining to personal educational plans**

We use the GIRFEC Guidelines are available online:

<https://www.gov.scot/policies/girfec/>

As **any guidance notes you provide to social workers and/or schools pertaining to personal educational plans** is otherwise accessible through the above links on the Scottish Government website, it is exempt from disclosure. In order to comply with our obligations under the terms of Section 16 of the FOISA, we hereby give notice that we are refusing your request under the terms of Section 25(1) - Information Otherwise Accessible - of the FOISA.

INFORMATION ABOUT THE HANDLING OF YOUR REQUEST

We handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

We hope this helps with your request.

Yours sincerely,



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