

SI Pilot: Quarterly Report - Q1 - Q2 Apr - Sept 2025 Activity

This document provides a full list of reference questions to help you prepare your responses before completing the [online submission form](#). Please note that the form cannot be saved part-way through, so you may find it helpful to draft your responses here first.

Grantee Information

1. Unique grant reference (from your Grant Offer Letter)
2. LA region (East Midlands, East of England, London, North East, North West, South East, South West, West Midlands, Yorkshire & Humber)
3. Grantee organisation (Local Authority name)

Summary of Activity (April – September 2025)

4. Provide a short summary or bullet points detailing your work around Supported Internships and the Internships Work programme during this period.
5. Is there anything else you'd like to tell us? For example: things within the programme that are working well, any concerns, or any particular support you would like from the Internships Work team.
6. Do you have young people from underrepresented groups (e.g. PMLD, care-experienced, ethnic minority backgrounds, young carers, etc.) in your Supported Internship cohort who could be highlighted in case studies to share good practice? If yes, please indicate which groups are represented and provide brief details (e.g. numbers involved, support needs, examples).

Action Plan Progress

7. Have you shared and discussed your Action Plan with your NDTi Regional Lead? (Yes/No/Other)
8. Add any comments you'd like to share about drafting/implementing your Action Plan, and details of any support you need with particular outcomes.

SEND Employment Forum Progress

9. How would you describe the progress of your LA's SEND Employment Forum? Do you have any particular concerns? (Think about engagement of members, colleges/providers and employers.)
10. Are you confident you have the right people attending your SEND Employment Forum? (Yes/No/Other)

11. Are you following the suggested Terms of Reference for your SEND Employment Forum?
(Yes/No/Other)

12. What is the date of your next SEND Employment Forum meeting?

13. Add any comments you'd like to share about your SEND Employment Forum and/or details of support you need.

Underspend

14. Have you identified any underspend for your current grant? (Yes/No)

15. If yes, how much underspend have you identified? (Provide amount in £)

Declaration

16. I declare that the information provided in this report is true and correct to the best of my knowledge. (Please confirm agreement.)

17. Today's date

18. Your name (person submitting the form)

19. Submitter's email address