

# Transition Newsletter

Issue 10 Published Nov 15





**GOC** Foreword

Transition is the through-career offer of information, education and advice that supports Individual Planning and Personal Development (IPPD) that promotes a successful military career and prepares Service Personnel (SP) for their inevitable return to civilian life.

At some stage everyone will leave the Army and transition to a civilian life. The earlier we all start to plan this transition the better. The roles and responsibilities for the delivery of Transition are highlighted in Land Forces Standing Order 3221 Transition: Individual Planning and Personal Development (IPPD). The vital part that units must play in supporting and promoting Transition IPPD to their soldiers and families is made clear in the LFSO. The support of the chain of command is key to success and it is not an onerous task. The staff within the Regional Point of Command (RPoC) Brigades are there to provide support and assistance to units to ensure that soldiers understand the importance of 'buying-in' to Transition IPPD and practicing it throughout their military careers. Aside from the obvious benefits this will bring to an individual's personal development, it will also place Service Leavers (SLs) in a much stronger position to benefit from the Resettlement support provided by

the Career Transition Partnership (CTP) when the time comes to leave the Army. We owe it to our people to help them plan for transition as early as possible; counter intuitively this has a retention positive effect because people know what they are capable of achieving in and out of the Army.

There is a considerable amount of Transition information available to service personnel but individuals are typically unaware of it until the end of their career. I look to commanders at all levels to understand the importance of early engagement by all ranks in the Transition process and lend their support to it by encouraging soldiers and family members to regularly access the information on the Army website at: www.army.mod.uk (Welfare and Support/Transition IPPD). Regional Transition staff are on standby to assist and their details can be found below:

# Major General R J Æ Stanford MBE GOC Sp Comd

Region	Formation	SO2 transition	Email address
South West	1 Arty Bde & HQ South West	Maj Taniya Morris	1ArtyX-SW-MCI-Trans-SO2@mod.uk
North East	4 Inf Bde & HQ North East	Maj Anselm Allen	4X-MCI-Transition-SO2@mod.uk
East	HQ 7 Inf Bde & HQ East	Maj Ron Lewis	7X-G1-Transition-SO2@mod.uk
South	HQ 11 Inf Bde & HQ South	Maj Jodie Kennedy - Smith	11X-CE-Trans-SO2@mod.uk
West Midlands	HQ 11 Sig & West Midland Bde	Maj Nigel Hill	11SigX-HQ-G1-SO2-Transition@mod.uk
Northern Ireland	HQ 38(Irish) Bde		38X-Pers-Transition-SO2@mod.uk
North West	HQ 42 Bde & HQ North West	Lt Cdr Lee Paddock RN	42X-Engt-Transition-SO2@mod.uk
Scotland	HQ 51 Inf Bde & HQ Scotland	Maj Gene Maxwell	51X-G1-Transition-So2@mod.uk
Wales	HQ 160 Inf Bde & HQ Wales	Maj John Symmon	160X-HQ-Pers-Transition-SO2@mod.uk
London	London District	Maj Tony Finch	LONDIST-SO2Transition@mod.uk

# Updated Service Leavers' Guide

An updated **Service Leavers' Guide** has been published. Although intended to be used as a Service Leaver approaches the end of their career, there is considerable benefit to Service Personnel if they familiarize themselves with its content as a part of their through-career Transition Individual Development and Personal Planning.

www.gov.uk/government/uploads/system/ uploads/attachment\_data/file/434385/SLG\_ Internet\_copy.pdf





### **Employment**

#### Normal Discharge Resettlement Entitlement

All Service Personnel (SP) will be supported as they become Service Leavers (SLs) as directed in **JSP 534 Issue\_14**. This message is directed at SP who may be thinking of terminating their service. Many SP make their decision to leave the Service without fully considering all of the factors. Entitlement to Resettlement support and the services offered are based on length of service. It is therefore important to know what you will be entitled to so that you can make an informed decision.

The CTP Core Resettlement Programme is a vital life skill that prepares and equips SLs to compete in the workplace, not just at the time of discharge but subsequently throughout your working life in every job that you subsequently apply for. Resettlement support is summarised below for ease of reference



Years Service	СТР	GRT	IRTC	Warrants	Support Available
>4	Future Horizons	0	No	0	Housing and FAR Briefs (with travel warrant) CTP Future Horizons interview Post discharge CTP Future Horizons Support (up to 2 years) RFEA / OA support for life
4-6	Employment Support Programme	0	No	0	Job Finding Service. 'RightJob Access Housing Brief and FAR Brief (with travel warrant SRA briefing. Consultant interview Employment Fairs Access to over 50 Resettlement Training Centre course (on space available basis) Post discharge consultant support for up to 2 years. RFEA / OA support for life
	Core Resettlement Programme				RightJob Access IRTC grant Personal Career Consultant allocated Personal Resettlement Plan devised
6+		20	Yes	4	Mandatory SRA briefing FAR and Housing Briefings Career Transition Workshop (3 days) or Business Start Up
8+		25	Yes	5	Workshops:  Retirement Options Future Employment Options
12+		30	Yes	6	<ul> <li>Self Employment Awareness</li> <li>Business Start Up</li> <li>CV Writing</li> <li>Interview Skills</li> </ul>
16+		35	Yes	7	Access to over 50 Resettlement Centre Courses Post discharge Consultant support (up to 2 years) RFEA / OA support for life

A **Specialist Support Programme,** delivered by CTP Assist, is available to those SLs being Medically Discharged who require additional support. Additionally a Specialist Employment Consultant will be allocated. Resettlement entitlements will be based on the Core Resettlement Programme, dependent on length of service.

#### Top Tip:

- Do not reject Resettlement because you have secured a job prior to discharge. Resettlement provides valuable life skills which will give you an advantage for the rest of your working life.
- Do not terminate your service without fully understanding the implications of your decision on your entitlement and available support.
- Consider delaying your decision to PVR in order to maximise your CTP Resettlement Support.



#### CTP First.

In an environment where the numbers of training providers and employment and recruitment specialists can be overwhelming, it may be helpful to clarify the MOD's position with regards to the services that it offers.

CTP First. The CTP is the single source for all official Armed Forces resettlement services and MOD promotes a principle of 'CTP first'. CTP Programmes are funded through the MOD at no cost to the Service leaver. A variety of benefits are available through the CTP. Entitlement is based on length of service but includes: training grants, allowances, travel warrants, resettlement absence, transition workshops, one-to-one career guidance support, subsidized vocational training support, housing advice, financial briefs and job finding support. For those entitled to vocational training, where there is a CTP course available, this must be used before accessing external training. **JSP 534**, (para 0462)

The adoption of this simple mantra acknowledges the high quality and good value offered to Service Leavers (SLs) by CTP. However, the MOD accepts that some SLs' needs may not be met from the wide variety of support provided by the CTP in which case external support might be appropriate. SLs should confirm that their particular needs cannot be met by CTP before using external service, training and recruitment providers. The use of external service providers is done at the SLs personal risk. Care should be taken to ensure that the course being offered by external providers is required for the job or sector in which the SL wishes to work (very often employers will train you after you have been recruited), and some courses may not be accredited or recognized by the industry or sector. CTP can provide you with invaluable advice therefore SLs should always approach 'CTP First'.



Lifeworks is approaching the third year of courses run by RBLI, who provide career guidance and training for military spouses and partners. In addition to telephone support, RBLI has designed a 3 day Lifeworks Families course to help develop career and employment opportunities. The course is FREE and available to all spouses and partners of any serving (or recently discharged) member of the Armed Forces, including Reserves.

The coaches provide expert advice and guidance by developing key skills such as CV writing, job searching, interview techniques, aptitude awareness, managing change, motivation and building confidence. Attendees are supported and are helped to identify personal strengths, career goals and gain future employment. Attending a course of this nature can be quite daunting; with this in mind Lifeworks Families has a relaxed approach ensuring the course is enjoyable as well as informative.

RBLI will continue the courses until October 2016. Locations for the courses in 2016 are now being considered. Anyone interested in having a course in their area and feels there will be enough demand, please contact your unit welfare office or HIVE to express an interest.

This is a fantastic opportunity, further details of the FREE courses can be found at www.rblilifeworksfamilies.co.uk or telephone 0800 319 6844 (UK), +44 (0)1622 795997 (Abroad).

#### **Education**

# Further And Higher Education Support For Service Leavers

**JSP 898** Part 1, Para 3.5.3. sets out the guidelines for Further and Higher Educational Support for Service Leavers (SLs). The Government's commitment to FE/HE support for SL includes providing full state subsidised tuition fees for eligible SL undertaking their first FE or HE level qualification. This commitment comprises employer contributions to the Armed Forces Enhanced Learning Credits (ELC) scheme, supplemented by resources made available by partner other Government Departments/Devolved Administrations (OGD/DA).

#### Supported qualification levels:

- a. A first full Level 3 or a first HE qualification.
- b. Level 3 or national equivalent.
- c. A foundation degree or full undergraduate degree or national equivalent.

**Eligibility criteria.** In addition to eligibility for the ELC scheme and in order to take up this support, a SL must:

- a. Have left Service on or after 17 Jul 08.
- b. Only apply for either a first full Level 3 or a first HE qualification.
- c. Meet the residency requirements specified by the relevant OGD/DA.
- d. Be in Resettlement, or no longer in Service.

For more information, please consult JSP 898 or one of the IEROs at your local Army Education Centre.

### Housing

The Joint Services Housing Advice Office (JSHAO) will be delivering civilian housing briefings for Serving personnel and dependants in November 2015 as follows:

Date	Location
Tue 03	Shorncliffe
Wed 04	Colchester
Tue 10	Catterick
Wed 11	Cottesmore
Tue 24	Brize Norton
Thu 26	Aldershot

Those Service Leavers in Resettlement must register via JPA in the first instance. Service Personnel wishing to attend should ring the central booking line on 0203 162 4410. Units can request a Housing briefing from their regional Transition staff officer or Military Housing Liaison Warrant Officer (MHLWO). Contact details are on the front page. The JSHAO Housing Briefing Programme 2016 is overleaf.





Joint Service Housing Advice Office

# **HOUSING BRIEFS 2016**

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To book **RRC locations** in the UK, call the central CTP telephone line on: **0203 162 4410**Applications from those in Resettlement should be made on JPA in the first instance.

#### Open to all Service personnel and dependants, at any stage of their Service career

SIIAP members also support and deliver a financial presentation, as part of these briefs. They offer specialist knowledge and provide independent advice to Service personnel.



#### Welfare

Foreign & Commonwealth and Gurkha Service Personnel Immigration Information – Transition Information Sheet 5

The attention of all Foreign & Commonwealth and Gurkha Service Personnel, and personnel with non-European Economic Area family members is drawn to the recent release of **Transition Information Sheet 5** This Information Sheet highlights important information that may prove helpful for planning and preparing for life as a civilian. It outlines the immigration process for F&C and Gurkha Service Leavers (SLs) and provides references and links where more information can be found. Please be in no doubt that deciding upon your future is a personal responsibility and the planning of this event is something that should be undertaken throughout your military career and not left until the last moment before discharge.

http://www.army.mod.uk/welfare-support/23590.aspx



# The Transition Webpage

www.army.mod.uk (Welfare and Support/Transition IPPD).

The Transition webpage describes the purpose of Transition IPPD and the importance of Service Personnel (SP) and family members commiting to it throughout their military careers. It also provides helpful information such as Transition Newsletters and Information Sheets, the Programme of Transition Events and many links to other specialist sources of valuable information. Additionally and most importantly, each region of the UK will have webpages sponsored by a regional brigade that will provide information on areas or locations describing the opportunities that exist. This may include the housing and employment situation, service and support providers and many links to additional sources of information which together build a picture of what it might be like to live and work in a specific area or location. SP are advised to check out the opportunities that exist across the UK in order to develop an awareness of where they might wish to settle when their military career ends. This personal planning needs to be periodically reviewed or updated as circumstances change.

Decisions that Service Leavers (SL) make at the end of their military careers can seem overwhelming. Early planning based on information and awareness accumulated and developed throughout their military careers can help mitigate against feelings of anxiety and stress at this difficult time. It will also provide SLs with a better sense of control over events and contribute to better decisions being made.

#### Top Tip:

- Check out the Transition web pages.
- Develop a long-term plan based on your interests and local opportunities – keep reviewing this as your military career develops and your circumstances change.
- Employment opportunities and the cost of accommodation are two key considerations when planning your life as a civilian. Check out all of the regions and you will find there are significant variations in the average salary, house prices or cost to rent across the UK which you should take account of.
- Don't make the mistake of believing that planning your transition into civilian life can be left to the end of your career. Sound and early planning will make your transition less stressful and support better decisions making. This will have a positive influence long after you have left the Service.

http://www.army.mod.uk/welfare-support/23590.aspx



## South West - HQ 1 Arty Bde & SW

HQ 1 Arty Bde & SW is starting a programme of unit briefs. These briefs are intended to highlight Transition as a throughlife opportunity for Service Personnel to augment personal development and be better prepared for their inevitable return to civilian life. Briefs can be tied in with MATTs Training or unit G1 Study periods and can be tailored for whatever audience the unit wishes – this might be the CoC in the first instance or all unit personnel. Units, Stations & Garrisons should contact Maj Taniya Morris, SO2 Transition 1 Arty Bde & SW. Email: 1ARTYX-SW-MCITRANS-SO2 or Tel: 94342 2322

#### Thinking of setting up your own business in Wiltshire?

The Enterprise Network (TEN) is a £5.2m initiative to boost small and start-up businesses across Wiltshire and Swindon. TEN offers office space, <a href="https://hot.org/nc.nd/">hot desks and co-working space</a> at four new Enterprise Centres across Wiltshire (<a href="https://Ludgershall.nd/">Ludgershall.nd/</a> Royal Wootton <a href="https://Bassett.salisbury">Bassett.salisbury</a> and <a href="https://Trowbridge">Trowbridge</a>), free business support & advice, information about any available business grants, meeting/training rooms, business networking and <a href="https://wirthallows.nd/">https://wirthallows.nd/</a> is since TEN launched more than 40 people have been helped to start a new business and around 200 existing businesses have received expert support and advice. <a href="https://www.theenterprisenetwork.co.uk">www.theenterprisenetwork.co.uk</a>

**Transition Fair.** The next SW Transition Fair will be 'Living and Working in Wiltshire & Swindon', to be held in Tidworth Leisure Centre on 23 March 2016. The event is aimed at all Service Personnel and their families in the SW, or those who may be considering relocating in the SW. As well as employer stands there will be representation from Local Authority health, housing & social services as well as numerous exhibitors providing useful information on local education & training opportunities.



### North West - 42 Inf Bde & HQ NW

42<sup>nd</sup> Infantry Brigade and Headquarters North West will be holding an event on 25 Nov to Showcase the North West (NW) as an area to be considered by those personnel leaving the Services. This event, to be held in Fulwood Barracks will seek to highlight the areas of regeneration and skills shortage and will therefore identify the various employment opportunities in the NW for Service Leavers (SLs) and in the longer term for Service Personnel (SP). It will be focused at providing those connected with providing resettlement advice to better inform those SLs or their spouse/partner originating from or considering resettling to the NW.

Whilst the event will support those currently going through resettlement, the information will also help provide those leaving over the next decade by providing information on the types of employment opportunity within strategic growth sectors. It will be supported by representatives from Government Departments, Local Enterprise Partnerships, Local Authorities and industry specific agencies, as well as input from Brigade Staff and the other Service Providers.

There is growth in construction, energy, utilities, engineering, manufacturing, transport and the care sectors and the event will show the range of roles within each of the sectors and how Service Leavers are able to match their skills to these emerging opportunities.

This event is also designed to support those key members of staff concerned with supporting our SP who may not be aware of the array of opportunities and support structures that have been cultivated by 42 Inf Bde to support their transition to civilian life. You are encouraged to attend the event to understand what opportunities and support is available to your soldiers, sailors and airmen/women who are considering life in the North West.

Lt Cdr Lee Paddock (42X-Engt-Transition-SO2@mod.uk) is organising this event and leads the transition team for the Brigade. His remit is to work with you, your Service Leavers and their families, signposting them towards support providers; please do use him. There is a comprehensive transition section for 42 Infantry Brigade on the Army website giving a range of advice and links to other useful information on transition. If you want more information on the event, please feel free to contact Lt Cdr Paddock.



### Northern Ireland - HQ 38 (Irish) Bde First NI Council To Sign The Armed Forces Community Covenant

In July the newly created super council of Armagh, Banbridge and Craigavon (ABC) was the first in NI to sign the Armed Forces Community Covenant. Signing on behalf of the council the Lord Mayor Darryn Causby, said that "simple things such as access to housing, education or healthcare can be fraught with obstacles for those coming home after serving abroad. Signing up to the covenant is the council's promise to help with these issues in any way that we can". Political differences aside, the ABC Council achieved consensus and the Community Covenant was signed by representatives from NI Garrison Support Unit, the Reserve Forces

& Cadets Association NI, ABF - The Soldiers' Charity and the Royal British Legion. Since the signing of the community covenant by ABC council, three other NI council areas have indicated that they are also planning on signing the Armed Forces community covenant in the coming months.

#### **Property News**

Average house prices in Northern Ireland have risen to more than £113,000, according to a new Ulster University survey. The research showed some slowdown in sales over the last quarter, but prices are continuing to climb. According to the research carried out in conjunction with the Northern Ireland Housing Executive (NIHE), the Armagh and Craigavon areas saw the biggest increases, rising by more than 11% on the same period last year. Once again North Down and South Belfast came out ahead with the most expensive properties, averaging around £174,000.

Northern Ireland's housing market continues to be extremely affordable when contrasted with other regions of the UK. The research found that two-thirds of houses were sold at or below £120,000, with most property types witnessing a rise in the average price. Conversely apartment prices were down by an average of 1.2% over the period.

Like the rest of the UK the provision of Social housing throughout NI remains a concern, with demand outstripping supply. All Service Leavers are reminded that Social Housing is not an automatic entitlement and that all other options should be explored first. Service Leavers presenting to the NIHE who are not in critical 'housing need', often find themselves being offered temporary or sheltered accommodation, with no guarentee that families will be accommodated together. Service Leavers can apply for housing at any time, however, the likelihood is that they may not be considered as being in "housing need" until they present the NIHE with a Certificate of Cessation and Notice to Vacate (for those in SFA). The Certificate of Cessation can be requested at least 6 months before the loss of entitlement. For further information on housing options in NI contact the 38(Irish) Bde Military Housing Liaison Officer on Mil 9491 63290, Civ 02892 263290, or by email on 38XPers-MHLO@mod.uk



# Scotland - HQ 51 Inf Bde & HQ Scotland

The jobs market in Scotland remains buoyant, with unemployment falling in recent months. There have been some lay-offs in the Oil & Gas Sector and recent changes to incentives for Solar Power have impacted the Solar Installation industry too but overall there has been a modest rise in employment in the Private sector, particularly in Service sector jobs and Construction. There are several major projects on the go in Glasgow and Edinburgh with plans for major investment in upgrading the Rail infrastructure and work soon to start on the Aberdeen bypass. Police Scotland continues to recruit uniformed Officers and civilian staff. Planning for roles like Project Planning, all the Logistics trades, Construction, Facilities Management, Health and Safety are all good portable skills that build on your previous military experience and qualifications. A recent initiative with the Scottish Chambers of Commerce also seeks to roll out opportunities with the 9000 small and medium sized business that are members of the Chambers. Great networking opportunities with small businesses already established in the community. Housing prices also continue to increase at 6% a year so thinking about your future housing plan early is a good idea, perhaps investigating the Forces Help to Buy Scheme? House prices in Scotland are considerably cheaper than areas like the SE of England, so if you can tie in a good job the opportunity exists for a great standard of living.

#### Transition Events

What is a Transition Event? Transition events can take many forms. They can be a standalone event which brings together local and regional experts from the Local Authority, social services, NHS Trusts, business communities, local employers, charities, housing associations, local enterprise partnerships, education and training establishments. Transition events can also be run as a part of, or alongside a Community Engagement event where the Army engages with members of the public, Civic functions or celebratory days.

What does a Transition event offer? Transition events offer the opportunity to listen to the civilian service and support providers in order to understand how support is provided in civilian society. It is an opportunity to discuss personal or specific family needs with support agencies to ensure special requirements can be met. Additionally, Service Personnel will most likely be told about the strategic ambitions and goals of that particular area, major projects that are planned or on-going, general employment opportunities, housing availability, access to education, leisure activities and the local and regional points of interest.

Who should attend? Transition events are arranged for the benefit of all Service Personnel and their families whether they are at the start of their military careers, reviewing their career options or approaching discharge. Transition events will be arranged in or around locations where there is a military presence or in areas that offer great opportunities. Service personnel should attend Transition events in the locations that they are considering settling in. This might be a long and complex process so attending as many as possible will provide Service personnel with the greatest amount of information on which to plan their futures. Even attending a Transition event in an area that you feel you might not wish to settle will provide some general information and be a useful comparison.

What value do Transition events offer? Transition events provide an opportunity for Service Personnel to learn how Local Authorities deliver their services and deal with 'their customers'. It might provide helpful guidance that will assist personal development and long-term planning. Also engaging with civilian support and service providers should provide Service leavers with a better understanding of how support is delivered transition in civilian society and will provide confidence for SLs to make a smooth transition into civilian life when the time comes.

How does a Transition event differ from a CTP Employment Fair? CTP Employment Fairs will bring together major national and regional companies from a broad range of sectors in order that Service Leavers can discuss future employment possibilities. A Transition event will provide the opportunity for Service Personnel to understand how they will 'plug in' to civilian support and services and also speak directly with small and medium size local companies who have are looking to recruit. There may be occasions when Transition and CTP run a joint Transition and Employment event – remember this is for Service Personnel as well as those Service leavers undergoing resettlement.

**How do I find out about Transition events?** Transition events are published in every Transition Newsletter which should be available to you in your unit or you can access the Transition Forecast of Events on the Transition webpage.



# Transition Events Programme Nov 15 - Sept 16

Data	Process	Laurtian	C
Date	Event	Location	Sponsor
04/11/15	Transition Fair 'Living & Working in the SE'	Prince's Hall, Aldershot	www.ctp.org.uk 11 Inf Bde & HQ SE Maj Jodie Kennedy-Smith 01252 347775
24/11/15	CTP Employment and Transition Fair	International Centre,Telford	www.ctp.org.uk HQ 11 Sig & WM Bde Maj Nigel Hill 01952 673667
28/01/16	Transition Fair	Thiepval Barracks, Lisburn	HQ38 (NI) Bde 9491 63906 02892 263906 Email 38X-Pers-Transition-SO2@ mod.uk
28/01/16	Through Career Education and Transition	North West	42 Inf & HQ NW Bde Lt Cdr Lee Paddock RN 07557587118
02/03/16	Transition Fair	Edinburgh	HQ 51 Inf Bde & HQ Scotland Maj Gene Maxwell 0131 3103759
11/02/16	Transition Fair	Wrexham	HQ 160 Inf Bde & HQ Wales Maj John Symmons 01874 613290
16/03/16	Soldier in Society & Transition Fair	North West	42 Inf & HQ NW Bde Lt Cdr Lee Paddock RN 07557587118
23/03/16	Living & Working in Wiltshire and Swindon	Tidworth Leisure Centre	HQ 1 Arty Bde & SW Maj Taniya Morris 01980 650322
Mar 16	Families Transition Fair	Pirbright	11 Inf Bde & HQ SE Maj Jodie Kennedy-Smith 01252 347775
19 Apr 16	JSHAO Housing Brief	Wellington Bks, London	HQ LONDIST Maj Tony Finch 0207 414 2376
21 Apr 16	CoC Transition Development Brief	Horse Guards, London	HQ LONDIST Maj Tony Finch 0207 414 2376
May 16	Transition Mentoring Pilot	South	11 Inf Bde & HQ SE Maj Jodie Kennedy-Smith 01252 347775
23/06/16	Transition Fair	Thiepval Barracks, Lisburn	HQ38 (NI) Bde 9491 63906 02892 263906 Email 38X-Pers-Transition-SO2@ mod.uk
23/06/16	Transition Fair	Cardiff, S Wales	HQ 160 Inf Bde & HQ Wales Maj John Symmons 01874 613290
Jun 16	Adult Learners' & Transition Roadshow	West Midlands	HQ 11 Sig and W Mids Bde Maj Nigel Hill 01952 633667
Jun 16	Internal Transfer Fair (South)	Tidworth	HQ Regional Command 01252 787692 94222 76923
Jun 16	Soldier in Society and Employment Fair	North West	42 Inf & HQ NW Bde Lt Cdr Lee Paddock RN 07557587118
Sep 16	Transition Fair	London	HQ LONDIST Maj Tony Finch 0207 414 2376