

**From:** Mike Hill, Cabinet Member for Community Services  
Roger Gough, Cabinet Member for Education and Health Reform  
Patrick Leeson, Corporate Director for Education and Young People's Services

**To:** Education and Young People's Services Cabinet Committee –  
30<sup>th</sup> March 2017

**Subject:** Community Learning and Skills (CLS) – Mid Year Report 2016-17

**Classification:** Unrestricted

**Past Pathway of Paper:** None

**Future Pathway of Paper:** None

**Electoral Division:** All Kent Areas

**Summary:** This report identifies the performance and contribution of Community Learning and Skills to achieving the aims of Kent County Council for adult learners and young people during 2016-17

**Recommendation(s):**

The Cabinet Committee is asked to consider and endorse the report and note the performance of Community Learning and Skills over the academic year 2016-17 to date.

## **1. Introduction**

### **Community Learning and Skills: overview**

- 1.1. Community Learning and Skills (CLS) is structurally located within the Education and Young Peoples Services Directorate, where it forms part of the Education: Quality and Standards division.
- 1.2. By engaging with local communities throughout Kent, CLS provides learning for adults, young people and families to meet their needs for skills for work, personal development and wellbeing. CLS tailors its provision to five customer groups:
  - Young People entering the world of work
  - Adults seeking skills for employment
  - Organisations seeking to improve the skills and potential of their staff
  - Adults learning for personal development, pleasure and wellbeing

- Families, especially those in Kent's disadvantaged neighbourhoods

1.3 The Service aims to complement the work of early years settings, schools, colleges, higher education and other providers. It seeks to enable children, young people and adults to progress from informal learning to qualifications and employment, increasing life chances, social mobility and prosperity for all.

1.4 CLS markets itself through three brands: Kent Adult Education, SkillsPlus and Kent Training and Apprentices.

Its SkillsPlus programme allows adults the opportunity to gain their first qualification in Maths and English and go on to take GCSEs in those subjects. It also helps them to improve their languages and employability skills.

Kent Training and Apprentices helps people in Kent aged sixteen and above improve their employability skills and gain traineeships and apprenticeships with employers in Kent, supported by funding from both the Skills Funding Agency (SFA) and the Education Funding Agency (EFA).

Kent Adult Education aims to attract learners to non-accredited courses in centres across Kent. These courses include a wide variety of subjects such as courses in creative arts, health and fitness, computing and languages. These courses are supported by the Skills Funding Agency, as well as fee income from learners.

Kent Adult Education also offers adults the opportunity to gain qualifications in a large number of subjects, from Accountancy to Teaching and Learning Support

In conjunction with schools and Children's Centres, CLS also runs a substantial programme of Family Learning. This is of two types: Family English, Maths and Languages, and Wider Family learning, which encourages families to learn together in any aspects of the curriculum.

CLS also runs a county wide programme, known as the Response programme, designed to attract learners new to, or underrepresented in Adult Education This programme was formerly known as the Neighbourhood Learning in Deprived Communities programme.

## **2 Performance 2016-17**

2.1 CLS was inspected by Ofsted over a four day period during June 2016. The service was rated as good overall, with the following inspection judgements:

Overall effectiveness of provision	Grade 2
Capacity to improve	Grade 2
Outcomes for learners	Grade 2
Quality of provision	Grade 2
Leadership and management	Grade 2



2.3 The Self-Assessment Report for 2015-16 also shows the Success Rate for learners in GCSE Maths and English was substantially higher than the national average in these subjects, as Table One shows

**Table One: GCSE English 2015-16**

Age	Success 2015/16 A*-C	Success 2015/16 D-G	Success 2014/15 A*-C	Success 2014/15 D-G	National 2015/16 A*-C	National 2015/16 D-G
19+	69%	31%	69.2%	30.8%	42.0%	35.0%

In GCSE English, the pass rate for adults is 27% higher than the national average.

**Table Two : GCSE Maths 2015-16**

Age	Success 2015/16 A*-C	Success 2015/16 D-G	Success 2014/15 A*-C	Success 2014/15 D-G	National 2015/16 A*-C	National 2015/16 D-G
19+	64%	36%	64.8%	34.6%	43.7%	29.1%

In GCSE Maths, the Success Rate is 20% higher than the national average.

2.4 The Service Specification for 2016-17 set by the Client Group identifies a total of 44 targets drawn from Improving Outcomes Opportunities. CLS reported to the Client Group in February 2017 that CLS is currently on course to achieve all of these 44 targets, with 37 identified as Green and 7 Amber.

- 177 learners aged 16-18 have now completed their study programme
- 124 people have progressed from the CLS “Talent Pool” to education, training or employment related outcomes
- 394 adults aged nineteen or older are taking apprenticeships
- 791 learners are participating in CLS programmes in the 10 most deprived wards in Kent
- Almost 5000 learners over the age of 60 engaged on CLS programmes

2.5 As Table Three shows, CLS aims to recruit a total of over 22 000 learners (or over 34 000 enrolments) by the end of this academic year. In some areas (such as 16-18 apprenticeships), the annual target has already been achieved. In all others, current trends indicate that these targets will be achieved, although it is important to note that funding methodologies deployed by funding agencies also measure performance by an additional range of indicators which include type; level and length of course, retention and achievement rates, disadvantage uplifts by postcode of learner and employment status.

**Table Three: CLS Targets and Performance by Curriculum Area 2016-17**

Curriculum Area	Target for 2016-17		Progress at 1 <sup>st</sup> March 2017	
	Learners	Enrolments	Learners	Enrolments
Community Learning of which:	17,042	26,767	13,323	19,070
• Kent Adult Education	12,500	21,225	10,854	16,248
• Community Based Provision	4,542	5,542	2,469	2,822
Adult Skills Budget	2,934	3,668	2,496	3,052
Apprenticeships 19+	398	398	374	383
Apprenticeships 16-18	292	292	318	321
EFA 16-18 LR Provision	395	1,075	213	766
Non Funded Provision	1,233	2,250	1,099	1,513
<b>All CLS</b>	<b>22,294</b>	<b>34,450</b>	<b>17,823</b>	<b>25,105</b>

- 2.6 CLS continues to market its courses successfully, although the way that learners engage with CLS is changing rapidly. All three of CLS's websites have recorded increases in traffic, with Smartphones now being the most popular way to access these sites. There have also been marked increases in the number of applications and enrolments made online.
- 2.7 In November 2016 CLS successfully revalidated its Matrix kite mark for Information, Advice and Guidance
- 2.8 As an apprenticeship trainer, CLS has made an application to the Register of Apprenticeship Training Providers which will enable it to offer apprenticeship training under the new Apprenticeship Standards as well as allow employers to choose to work with CLS. CLS expects to have its application confirmed in May of this year. CLS is also working with other agencies within KCC to help address the challenges posed by the new Employer Levy, and expects to meet the 5% engagement target set for it by EYPS.
- 2.9 On 1st March this year CLS held a well-attended Stakeholder event for employers, partners, learners and staff as well as KCC Officers, celebrating achievement within the organisation and exploring the challenges it faces in the future. This event also enabled our students to give their account of their "learner journey". This included Jessica Watkins, who made the journey from a single parent learner on a Family Learning course to taking an

Apprenticeship and succeeding in both GCSE English and Maths. AS part of the national Festival of Learning, Jessica won Learning for Work award in September 2016.

- 2.10 Since November 2016, CLS has been participating in the SFA’s Area Review process. The purpose of the area review is to establish the best structure for post-compulsory educational institutions to offer high quality provision based on the current and future needs of learners and employers within the local area. In most reviews, the main participants are Colleges of Further Education. Given its size and reach (as one of the largest adult education providers in the Country), CLS was also invited to take part, meaning that it is the only provider of its type to take part in this process.

Final recommendations arising from the process are due to be published in the early summer of this year.

- 2.11 CLS also took part in an internal audit of its governance and financial processes between December 2016 and February 2017. Although the final report has not yet been disseminated, it is probable that it will be awarded an overall grade of Substantial with Good prospects for improvement.
- 2.12 CLS works with both its Client Group and Strategic Group to identify and address key emerging challenges. During 2016-17 these groups have explored in detail issues such as NEET Reduction, Apprenticeship Reform, Property and Accommodation issues and Government Grant funding in the future.

### 3 Financial Implications

- 3.1 CLS is fully funded by two central government agencies – the Skills Funding Agency (SFA) for adults aged nineteen and over and the Education Funding Agency (EFA) for young people between the ages of sixteen and eighteen, as well as attracting funds from employers and learners in the form of fee income. It does not draw any funds from Kent County Council.

During 2016-17 CLS has succeeded in accessing additional funds from the SFA to offer bespoke courses to adults experiencing mental health issues, as well as funds to celebrate the contribution of Volunteers in the Community.

- 3.2 Table Four shows its anticipated income for 2016-17, which totals over £13m

**Table Four: Projected Income 2016-17**

<b>Funding Stream</b>	<b>Agency</b>	<b>Contract Value 16-17</b>	<b>Purpose</b>
Community Learning Fund	SFA	<b>£6.2m</b> with an additional <b>£2.1m</b> recovered from learners attending Kent Adult Education courses in the form of fee income.	To provide approximately 21,000 enrolments on adult education courses and 5,700 free enrolments on specialist family and responsive programmes targeted at those most disadvantaged.

Adult Skills Budget	SFA	<b>£2.47m</b> with <b>£650k</b> recovered from co-funded learners attending qualification and ESOL courses and <b>£200k</b> from employers for adult apprenticeships and NVQ delivery. Additional funds such as Discretionary Learner Support are also received	To provide approximately 700 classroom based qualifications, 2,500 learning aims building to and including functional skills and GCSEs in English and Maths, 1,100 ESOL aims.
19+ Apprenticeships		Available maximum contract value <b>£480k.</b>	This contract is used to deliver circa 300 adult apprenticeship frameworks
16-18 Apprenticeship	SFA	Available maximum contract value <b>£654k.</b>	This contract is in essence a cash contract that is paid monthly in arrears and delivers circa 350 apprenticeship frameworks
16-18 Learner responsive	EFA	<b>£823k.</b>	To deliver approximately 250 foundation learning programmes and traineeships.
<b>Projected Total Income</b>		<b>£13, 577, 000</b>	

3.3 The vast majority of CLS's expenditure is on its staff, including a large number of seasonally employed tutors. It also inhabits over twenty properties owned by the Council, for which it is charged £1.6m. As Table Five shows, its total expenditure for this year will be over £12m.

**Table Five: Projected Expenditure 2016-17**

<b>CLS Staff</b>	£8,307,100
<b>Direct non-pay costs</b>	£2,091,700
<b>Corporate charges</b>	£138,900
<b>Corporate landlord (inc TFM)</b>	£1,680,000
<b>Total</b>	<b>£12,217,700</b>

3.4 The balance of income over expenditure allows CLS to make a surplus contribution of £1.36m to KCC, as Table Six shows.

**Table Six: Surplus Contribution to KCC**

<b>Income</b>	£13, 577, 000
<b>Expenditure</b>	£12, 217, 700
<b>Surplus Contribution</b>	<b>£1,360, 000</b>

**4 Legal implications**

4.1 CLS is not required to perform any statutory obligations.

**5 Equalities implications**

5.1 There are no Equalities Implications resulting from this report.

**6 Other corporate implications**

6.1 There are no corporate implications resulting from this report.

**7 Governance**

7.1 CLS began operating as an internally commissioned service over the summer of 2015. A Client Group was formed from KCC Cabinet Members, Corporate Directors and other officers within EYPS. CLS reports on a bimonthly basis on its progress against a Service Specification. This specification is itself derived from the strategic outcomes and objectives identified in “Increasing Opportunities, Improving Outcomes”, as well as the 14-19 and Adult Skills Strategies.

7.2 The Head of Service and Senior Management Team of CLS report to the Client Group against Key Performance Indicators derived from the Service Specification. Key data indicating CLS’s performance in 2016/17 can be found in Section 2 above.

7.3 Commenting on the effectiveness of these governance arrangements in 2016, Ofsted stated that “Senior leaders link the aims of the service effectively to the key strategic objectives of the local authority”.

7.4 Representatives of the Client Group also report this group’s progress on a regular basis to the Commissioning Advisory Board.



## 8 Conclusions

- 8.1 As this report shows, CLS is on target to deliver on a wide range of outcomes for learners in Kent, making a significant contribution to employability skills, qualifications, community cohesion and social integration, and reducing the number of young people Not in Education, Employment or Training. It delivers high quality learning, recognised as Good by Ofsted in 2016. It is also well placed to address future challenges such as those concerning Apprenticeship Reform and other issues facing Adult Education.

## 9. Recommendation:

- 9.1 The Education and Young People's Services Cabinet Committee is asked to consider and endorse this report, and note the good performance of CLS over the academic year 2016-17 to date.

## 10. Background Documents

- 10.1 CLS documents available on request:
- 2015/16 CLS Self-Assessment Report
  - CLS Quality Improvement Plan
  - 2016/17 CLS Business Plan
  - 2016-17 CLS Service Specification
  - 2016 Ofsted inspection report – <https://reports.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/52836>

## 11. Contact details

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