

AGENDA MANAGEMENT SHEET

Name of Committee North Warwickshire Area Committee
Date of Committee 16th November 2005
Report Title North Warwickshire Area Community Education Annual Report – October 2005

Summary The report is a progress report upon the work of the North Warwickshire Community Education services that include the Area Community Education Council (ACEC), the Adult Service and work of the Youth Service.

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Would the recommended decision be contrary to the Budget and Policy Framework? [please identify relevant plan/budget provision] No

Background papers None

CONSULTATION ALREADY UNDERTAKEN:-

Details to be specified

- Other Committees
- Local Member(s)
- Other Elected Members
- Cabinet Member Cllr John Burton
Cllr Peter Fowler
Cllr Colin Hayfield
Cllr Izzi Seccombe – “will be interested to receive the views of the Area Committee”

- Chief Executive
- Legal Jane Pollard / Richard Freeth – *“fine”*
- Finance
- Other Chief Officers
- District Councils
- Health Authority
- Police
- Other Bodies/Individuals

FINAL DECISION **YES**

SUGGESTED NEXT STEPS:

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

North Warwickshire Area Committee – 16th November 2005

**North Warwickshire Area Community Education
Annual Report – October 2005**

Report of the County Education Officer

Recommendation:

That the North Warwickshire Area Committee endorse the progress report of Youth & Community and Adult Community Learning Services in North Warwickshire.

1. Introduction

- 1.1 The Community Education Service in North Warwickshire this year falls into three broad areas, namely
- (a) Area Community Education Council (ACEC)
 - (b) Adult Service
 - (c) Youth Service.
- 1.2 In February 2005 the Adult and Youth Services were separated as recommended by the Joint Services Review for Young People undertaken by the County Council. The Adult and Youth Services are now separate services with the ACEC and Youth Service continuing as one service under the umbrella of the Youth and Community Service Officer.

2. Policies and plans

- 2.1 All of the above service provision is underpinned by the following policies and plans:
- County Strategic Plan
 - County Single Education Plan (2004/05 – 2009/10)
 - North Warwickshire Area Business Plan (2005/06)
 - Local Strategic Plan
 - North Warwickshire Area Community Learning Plan (2005/06)
 - Education Department Forum Plan (2005)
 - Community Education Service Plan (through to 2005).

- 2.2 In addition the Area Community Education Council is supported by:
ACEC Guidelines and Handbook April 1998 Edition.
- 2.3 The Adult and Community Learning Service is supported by:
Adult and Community Learning Plan (2003/06)
North Warwickshire Area Adult and Community Learning Plan (2005/06).
- 2.4 The Youth Service is supported by:
National Connexions Agenda
National Transforming Youth Work Agenda
National Resourcing Excellent Youth Service Policy
WCC Youth Service Plan (2003/06)
North Warwickshire Youth Service Action Plan (2005/06).
- 2.5 Each of the three service areas is inspected by different regulatory regimes namely:
- (a) Area Community Education Council is monitored by and reports to the North Warwickshire Area Committee
 - (b) Adult and Community Learning Service is inspected by the Adult Learning Inspectorate (ALI)
 - (c) Youth Service is inspected by Office for Standards in Education (Ofsted).

3. Timeframes

Whilst the financial year of all three services' themes run from April to March, the time periods for the targets and objectives of each service do not:

- (a) ACEC operational year for targets is April to March
- (b) Adult and Community Learning Service operational year for targets is September to August
- (c) Youth Service operational year for targets is April to March.

4. Service updates

- 4.1 Given in **Appendix A** is a summary of the progress in the Community Education Service for 2004/05 which sets out:
- the activity and any targets
 - the achievement of those targets
 - an indication of the status of the activity:
Green = Going well
Amber = On track
Red = Giving cause for concern
 - action taken or proposed to address any issues of underperformance.

- 4.2 The ACECs are currently under review and accordingly the identified exercise in last year's report of upgrading the ACECs' handbooks and administration was suspended until the future of the ACECs has been clarified. It is hoped that the expertise, knowledge and good practice that has been developed within the ACEC can be utilised in any future arrangements agreed within the Strategic Review of Services for Young People currently underway within the County Council. Attached at **Appendices B and C** are an itemised breakdown and summary of grants approved by the ACEC in 2004/05.
- 4.3 The North Warwickshire Adult and Community Learning Service has now successfully completed target work as identified within the agreement with the Learning and Skills Council (LSC) (see **Appendix D**).
- 4.4 The North Warwickshire Youth Service has now completed one year's young person contact targets (REYS) as identified by government policy and is commencing the increased targets of the second year.
- 4.5 Perhaps the most pleasing aspect of the past year was the Warwickshire Youth Service successfully passing the recent Ofsted inspection. The North Warwickshire area contributed one example of best practice to the inspection and had a further two pieces of work inspected. Many North Warwickshire-based staff were interviewed in the inspection process and reported this as a positive experience.
- 4.6 Also attached are **Appendices E and F** listing the North Warwickshire Youth and Community objectives and the Youth Service targets for 2005/06.

5. Conclusion

2004/05 was an unusual year for the Community Education Service with temporary arrangements for the management of the service being implemented in preparation for the outcomes of the Children Act and the then anticipated Green Paper: Youth Matters. However this did enable a clear focus on the Youth Service and led to a successful Ofsted inspection and led the way to the current separately managed services for 2005/06. This is likely to be the final report from the Community Education Service.

ERIC WOOD
County Education Officer
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3rd November 2005

Final Report for Community Education 2004/05

	Success / Measure	Status	Explanatory notes
ACEC			
To date no formal targets	ACEC achieved local aspirations	Green	Itemised breakdown of grant attached as Appendices B & C
To establish new documentation for ACECs across the County	ACEC documentation established	Red	The future of the ACECs are still under discussion and until these discussions are finalised it is not clear what documentation will be required.
Young People's Services			
To regularly reach 20% of our 14-19 youth population (target 1,100 young people)	Administration figures demonstrate that 1600 were worked with	Amber	Recruitment of staff for North Warwickshire area. Ensure buildings available for service delivery.
To deliver four Crimebeat programmes for North Warwickshire young people	Ditto	Green	Appoint staff and increase service provision reliability
To demonstrate that we work intensively with 5% of the above population (45 young people)	Ditto	Green	Ditto
To run a day event for North Warwickshire young people through participation work (70 young people)	Ditto	Green	Target achieved
To plan and deliver U project – activities for young people – Marle Hall, Wales 42 young people achieved an award	Achieved	Green	Target achieved
Increase the Involvement of young people in Duke of Edinburgh's Award (5%)	Achieved	Green	Target achieved

	Success / Measure	Status	Explanatory notes
Young People's Services (continued)			
Provide a range of outdoor and residential experiences to the young people of the Borough	Achieved	Green	Target achieved
Appoint Detached Youth Worker to work with young people		Amber	Advertising for staff
To involve staff of the REYS targets and developments so that compliance is achieved	County have established them, Areas to adopt	Green	Target achieved
Provide support for the UK Youth Parliament and ensure elections take place within Warwickshire	Promotion and recruit	Green	Participation Worker supported this work plus the team
Offer support for School Councils as required	Information sent. Communicated	Green	Developing well; there may be some joint work in the future
Develop the use of the Youth Work Curriculum within all maintained centres in all aspects of youth work	Information provided, training given through the Area team	Green	Target achieved

North Warwickshire Area Community Education Council
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Grants Given 2004/05

Grant details	Number of grants requested	Number of grants given	July 2004 £	October 2004 £	February 2005 £	March 2005 £	Total £
Category							
Flexible	9	9	£3,480.00	£282.00	£4,452.00	£5,000.00	£13,214.00
Youth	10	10	£9,169.00	£0.00	£14,208.00	£5,834.00	£29,211.00
Schools	1	1	£75.00	£0.00	£0.00	£0.00	£75.00
Adult	18	16	£2,500.00	£6,617.00	£6,718.00	£23,035.00	£38,870.00
Totals	38	36	£15,224.00	£6,899.00	£25,378.00	£33,869.00	£81,370.00

Summary of Grants Given 2004/05

2004/2005 BUDGET		£81,370.00	
NON ADULT BUDGET		£42,500.00	
SCHOOLS / COMMUNITY USE			
THE GIRLS BRIGADE		£75.00	
SUB TOTAL		£75.00	
FLEXIBLE			
FRIENDS OF ATHERSTONE HERITAGE		£300.00	
ATHERSTONE THEATRE WORKSHOP		£1,500.00	
JJ'S APRES SCHOOL		£400.00	
NATHANIEL NEWTON SCHOOL		£282.00	
ANSLEY COMMON ALLOTMENTS		£300.00	
THE LINKS DAYCARE LTD		£1,500.00	
TAKE A BREAK		£2,952.00	
ATHERSTONE THEATRE WKSHP		£2,000.00	
TAKE A BREAK		£3,000.00	
SUB TOTAL		£11,934.00	
YOUTH			
WCVYS - RURAL YOUTH SUPPORT		£5,100.00	
NWY4M - VOICE4M		£819.00	
ATHERSTONE YOUTH MARCHING BAND		£3,250.00	
NW ARTS		£1,280.00	
DUKE OF EDINBURGH AWARD NORTH		£500.00	
NW CVS - FUSION		£5,000.00	
NWY4M - VOICE4M		£3,293.00	
POLESWORTH YC & WAYC		£4,915.00	
ATHERSTONE FIRE - D OF E		£500.00	
NWBC LEISURE		£5,000.00	
HARTSHILL YOUTH PROJECT		£334.00	
WCVYS - RURAL YOUTH SUPPORT		£500.00	
SUB TOTAL		£30,491.00	
TOTAL NON ADULT BUDGET SPENT		£42,500.00	
ADULT BUDGET		£38,870.00	
NWVB		£2,500.00	
KINGSBURY COMPREHENSIVE	£767.00		RETURNED
NW OLDER PEOPLES FORUM		£200.00	
MENCAP PATHWAY SERVICES NW		£1,000.00	
AGE CONCERN		£417.00	
WEA		£5,000.00	
GRENDON WI		£150.00	
NW CITIZENS ADVICE BUREAU		£736.00	
WEA		£5,000.00	
NEWTON REGIS WI		£406.00	
NEWTON REGIS WI		£426.00	
NW VOLUNTEER BUREAU		£835.00	
WEA		£5,000.00	
NW CVS		£5,000.00	
RECRUITMENT NOW		£2,200.00	
DEVELOPMENT WORKER		£10,000.00	
TOTAL ADULT BUDGET SPENT		£38,870.00	
TOTAL ACEC BUDGET SPENT		£81,370.00	

Adult Community Learning Service

The table below shows the target learner numbers for the service during the academic year which finished at the end of July 2005, the actual achievement against those targets and the targets for the current academic year, 2005/06, which began on 1st August 2005.

Targets are agreed annually with the Coventry and Warwickshire Learning and Skills Council (LSC) who provide almost all of the funding for the service.

	Overall target number of enrolments, all subjects	Family Learning, Literacy and Numeracy enrolments	Wider Family Learning enrolments	Essential Skills enrolments	Essential Skills national qualifications	No. of employers	No. of employees
2004/05 Targets	560	123	200 adults 100 children	70	22		
2004/05 Actuals	626	29	99 adults 106 children	45	15		
2005/06 Targets	595	130	212 adults 106 children	77	24	2	5

The bulk of learning delivery outside the Family Learning and Essential Skills curriculum areas is in ICT (Information and Communication Technology) and in Capacity Building programmes.

The 2004/05 academic year was a successful one in so far as the area team exceeded its overall target of enrolments. However, staffing problems and difficulties in recruiting specialist staff into Essential Skills and Family Learning posts had a major impact on the achievement of targets for the year in those areas. The Essential Skills shortfall was also connected with the ACL Service establishing its own assessment centre status only in November 2004 so the numbers achieved were in fact over a nine-month period and are, therefore, pro rata on target.

A major development during the year was the setting up of an ICT centre at the Ratcliffe Centre in Atherstone that is being used by both the Adult and Youth Services, using equipment previously located at Hurley village. This has significantly increased our ability to deliver a range of provision and the first launch sessions began in May 2005 to coincide with Adult Learners Week and pilot programmes and recruitment took place in the summer.

The targets for the current year, 2005/06, have been expanded at the behest of the local LSC to include work with a number of employers and employees and their expectation is that most of this work will be in the delivery of Essential Skills (literacy, numeracy and English for speakers of other languages). Whilst these numbers are initially small, in future years we anticipate that this will be an area of significant growth for the service. With a full staffing complement we are confident that we will be able to achieve the targets set for 2005/06.

The method by which the service is funded will change away from the current block grant to a formula-based mechanism in August 2006 and this may have a major impact on the type and volume of the work that the service delivers.

North Warwickshire Youth and Community Objectives 2005/06

	Objectives	Success / Measure	Timescale
	ACEC		
1.1	To ensure that the North Warwickshire ACEC is managed to enable an easy transition into its next stage of development when decided upon.	An easy transition/handover into the ACEC's next stage of development	2005/06
1.2	Provide grant support to number of North Warwickshire Groups and organisations in this year.	Supporting voluntary work and partnership projects	2005/06
1.3	To ensure that the ACEC completes its existing stage of development efficiently and effectively.	Ensure that the administration is completed. Local voluntary groups are feeling supported. Ensure that the ACEC committee feels valued.	2005/06
	Young People's Services		
2.1	To have meaningful contact with 1,303 young people in North Warwickshire (25% of the total 13-19 years population of the Borough)	To be confirmed by Youth Service Information Systems	2005/06
2.2	To have an ongoing relationship with 782 young people in North Warwickshire (15% of the total 13-19 years population of the Borough)	To be confirmed by Youth Service Information Systems	2005/06
2.3	To be able to demonstrate that 469 young people of North Warwickshire Borough have progressed or developed due to youth service intervention.	To be confirmed by Youth Service Information Systems	2005/06
2.4	To be able to demonstrate that 234 young people of North Warwickshire Borough have achieved a certificate/accredited outcome due to youth service intervention.	To be confirmed by Youth Service Information Systems	2005/06
2.5	Provide drug prevention programmes in all youth centres and detached teams.	To be confirmed by Youth Service Quality Assurance Systems	2005/06
2.6	Provide smoking cessation programmes in all youth centres and detached teams.	To be confirmed by Youth Service Quality Assurance Systems	2005/06
2.7	Provide alcohol misuse programmes in all youth centres and detached teams.	To be confirmed by Youth Service Quality Assurance Systems	2005/06
2.8	Deliver number of Crimebeat programmes across the area.	To be confirmed by Youth Service Quality Assurance Systems	2005/06
2.9	Ensure all centres are open a minimum of 4 hours per week for young people provision.	To be confirmed by Youth Service Quality Assurance Systems	2005/06
2.10	Install internet provision at all youth and community centres	To be confirmed by Youth Service Quality Assurance Systems	2005/06

	Objectives	Success / Measure	Timescale
	Young People's Services (continued)		
2.11	Upgrade all centres to acceptable standards of comfort and health & safety.	To be confirmed by Youth Service Quality Assurance Systems	2005/06
2.12	Ensure all projects/clubs adhere to the youth service curriculum and use the youth service information reporting system.	To be confirmed by Youth Service Quality Assurance Systems	2005/06

Youth Service Targets 2005/06

	Objective	Progress	Other Action
1.	To have meaningful contact with 1,303 young people in North Warwickshire- 25% of the total 13-19 years population of the Borough	Green	Complete recruitment of staff to ensure stability of provision and identify gaps and targets to be further met. Identify status of ACEC funded stats and if they should be counted towards targets. On target to achieve.
2.	To have an ongoing relationship with 782 young people in North Warwickshire -15% of the total 13-19 years population of the Borough	Amber	Complete the recruitment of part and full-time staff teams. Provide contingency plans to open centres/projects when staff are ill.
3.	To be able to demonstrate that 469 young people of the Borough have progressed or developed due to youth service intervention	Green	Planned.
4.	To be able to demonstrate that 234 young people of North Warwickshire Borough have achieved a certificate/ accredited outcome due to youth service intervention	Amber	North Warwickshire Area Youth Workers are planning a day event to run certificated courses/workshops for 80 young people. Plus 38 Challenge awards have been done
5.	Provide drug prevention programmes in all youth centres and detached teams	Green	Planned.
6.	Smoking cessation programmes in all youth centres and detached teams	Green	Planned.
7.	Alcohol misuse programmes in all youth centres and detached teams	Green	Planned.
8.	Deliver number of Crimebeat programmes across the area (7)	Amber	Recruitment and induction of staff to provide capacity to deliver. There are some being planned.
9.	Ensure all centres are open a minimum of 4 hours per week for young people provision	Green	All are open for the specified length of time.

	Objective	Progress	Other Action
10.	Install internet provision in all centres	Green	All have internet access.
11.	Upgrade all centres to acceptable standards of comfort and health and safety	Amber	Upgrade one further centre and continue development of disability friendly buildings.
12.	Ensure all projects/clubs, etc., adhere to the youth service curriculum and use the youth service information reporting system	Green	Continue monitoring of Projects and Youth Clubs to ensure continued use of the systems.