

**TO: EXECUTIVE  
22 JULY 2014**

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**DEVELOPMENT PLAN FOR COMMUNITY LEARNING FOR 2014-2017  
Director, Children, Young People & Learning**

**1 PURPOSE OF REPORT**

- 1.1 The purpose of this report is to present the Development Plan for Community Learning and Skills for approval by the Departmental Management Team prior to submission to Full Executive (22 July) and Full Council (17 September).

**2 RECOMMENDATION**

- 2.1 That the Executive approves the Development Plan for Community Learning and Skills 2014-2017 and recommends it to Full Council.**

**3 REASONS FOR RECOMMENDATION**

- 3.1 .

**4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 This Development Plan reflects the contractual requirements issued by the Skills Funding Agency as a basis for claiming funding and therefore there are no alternative options.

**5 SUPPORTING INFORMATION**

- 5.1 Skills Funding Agency Funding

The planning, provision, management and quality assurance of Community Learning and Skills in Bracknell Forest is funded by the Skills Funding Agency under an annual contract secured by learner outcomes (numbers of unique learners and qualifications achieved).

For the academic year 2014-2015, there has been a 17% reduction in funding (from £500,513 in 2013-2014 to £417,243) with the advice that the funding will decrease further over forthcoming years. Advice has also been received from the Skills Funding Agency that training for the unemployed is more likely to be reimbursed on the basis of the achievement of qualifications rather than funded by a grant.

- 5.2 The Council's position

The Council has always taken the position that Community Learning (and its predecessors) needs to be self-financing. This Development Plan takes a three year view, recommending measures which work towards an increase in income generation and more cost-effective ways of working. There is an emphasis on the Skills Funding Agency funding being increasingly aligned with the Council's medium term objectives. It represents a clearly agreed approach for the Council to continue its involvement in Community Learning, subject to an annual review of finances to ensure that the service remains self-financing.

### 5.3 The basis of this plan

Previous Development Plans have been constructed on an annual basis to match the time period for the Skills Funding Agency funding. This Plan represents a plan for three years in order to facilitate a longer term approach and strategic direction.

An annual Business Plan to support the Development Plan will be produced and approved by the Management Board.

## 6 **ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

6.1 The contents of this report are noted.

### Borough Treasurer

6.2 The Borough Treasurer is satisfied that sufficient resources exist to fund the budget plan for academic year 2014-15. With the likelihood of reductions to funding in future years, there will need to be further savings and / or additional income, or reductions to the programme.

### Equalities Impact Assessment

6.3 The plan seeks to achieve the best possible outcomes for any adult who is receiving a service, taking into account all factors related to ethnicity, religion, language, culture and disability. The provision of services made through the plan will be monitored by officers using the learner data collected. A full EIA was completed for the academic year 2012 – 2013 and a further EIA initial screening has been completed for 2014 – 2017.

### Strategic Risk Management Issues

6.4 There is a financial risk of not meeting the Skills Funding Agency targets and that funding is clawed back at the end of each academic year. There is also the financial risk of not meeting the income generation targets. Regular financial forecasts will be put in place which will be reviewed as part of the monthly financial monitoring and remedial action taken as appropriate.

This plan must support the objectives for Community Learning and Skills and ensure provision matches the needs and aspirations of learners and the community.

All data and information related to the delivery of this service remains the property of the Council and is held in a secure and transferable form.

## 7 **CONSULTATION**

### Principal Groups Consulted

7.1 A series of stakeholder groups has been established. Consultation with these groups is built into stakeholder meetings and communications. Where possible, existing groups are being used for consultation, e.g. the Older People's Partnership.

7.2 Bracknell Forest Voluntary Action and the Community Cohesion Group were consulted with regard to adult learning in 2012-2013. This current plan has not changed the nature of the provision and further consultations have not taken place.

- 7.3 The Adult Learning tutors are consulted on the provision as part of their regular tutor meetings.

Method of Consultation

- 7.4 Discussion and working groups

Representations Received

- 7.5 None

Background Papers

Development Plan 2014 - 2017

Contact for further information

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