

Decision Maker: Education Portfolio Holder

Date: For Pre-Decision Scrutiny by the Education PDS Committee on 6 November 2012

Decision Type: Non-Urgent Executive Non-Key

Title: **TRANSFER OF THE ADULT EDUCATION SERVICE**

Contact Officer: Dr Tessa Moore, Assistant Director (Education)
Tel: 020 8313 4146 E-mail: tessa.moore@bromley.gov.uk

Chief Officer: Terry Parkin, Executive Director, Education and Care Services

Ward: Boroughwide

1. Reason for report

- 1.1 This report outlines recent changes to the strategic management of the Bromley Adult Education College and briefs Members on future plans for school workforce development and staff training at the College.
- 1.2 The report also includes an update on the transfer of the course delivery function from the Education Development Centre (EDC) to the College and briefs Members on plans for rationalisation and relocation of staff from the EDC to other sites.
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2. **RECOMMENDATION(S)**

- 2.1 That Members of the Education Policy Development and Scrutiny Committee consider and comment on the contents of this report.
- 2.2 That the Education Portfolio Holder agrees in principle to recommend future use of the EDC site for educational purposes.

Corporate Policy

1. Policy Status: Existing Policy: Further Details
 2. BBB Priority: Children and Young People: Further Details
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Financial

1. Cost of proposal: Not Applicable:
 2. Ongoing costs: Not Applicable:
 3. Budget head/performance centre: Various including Adult Education, School Improvement and Education Commissioning and Business services
 4. Total current budget for this head: £1,959k
 5. Source of funding: Core funding, DSG, other grants, income from sales and sold services
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Staff

1. Number of staff (current and additional):
 2. If from existing staff resources, number of staff hours:
-

Legal

1. Legal Requirement: None
 - . Call-in: Applicable:
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected):
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments:

3. COMMENTARY

3.1 Context

- 3.1.1 The Bromley Adult Education College (BAEC) is part of Bromley Council. The function of the College is to fulfil the Council's statutory duty to ensure reasonable provision for adult education in the Borough.
- 3.1.2 BAEC has three main designated centres: Widmore site; Kentwood site; and Poverest site. This multi-site arrangement responds to the needs of local communities for 'easy to access' adult learning.
- 3.1.3 Additionally, the College has a range of other community venues and partners, including Job Centre Plus, Cabrini House, Motttingham Community Learning Shop, The Elders of Orpington Chinese Community and various primary schools across the borough.
- 3.1.4 BAEC registered 9,000+ students in the academic year 2011/12 (which equates to 13,500+ enrolments). The College employed over 230 tutors for over 1,200 courses offered in that same year.
- 3.1.5 The student profile at BAEC is predominantly adult, with 38% of its learners in the 40-59 age group. The College offers a wide range of non-accredited courses; accredited provision; employment training; community courses and learning delivered through partnerships. BAEC also holds the current contract for IT development training for the London Borough of Bromley staff.
- 3.1.6 Funding for Bromley Adult Education College comes from a number of sources. The Skills Funding Agency provides two streams: the Adult Skills Budget for approved accredited provision; and the Community Learning Funding for non-accredited provision. Student fees and learning contracts also contribute to the BAEC budget, along with College revenue from room rentals and developmental projects.

3.2 Changes to Service Line Management

- 3.2.1 In September 2012, strategic management responsibility for the Bromley Adult Education College transferred from the Recreation and Renewal department to the Education division within the Education and Care Services department.
- 3.2.2 There are now plans to relocate courses currently delivered at the Education Development Centre (EDC) - on the Princes Plain site - to the College (mainly on the Widmore site). This will create a joined-up service for adult education, workforce development and employee training at BAEC.
- 3.2.3 Staff located at the EDC site are currently part of a restructuring process. Following this, remaining EDC staff will be relocated either to the College at the Widmore site or to the Civic Centre.
- 3.2.4 The plan to relocate EDC staff and functions will be cost effective as it will release some funds previously used for maintaining the EDC site. A further advantage is that this plan will 'free up' the EDC site for a Council decision regarding much needed space for additional primary/secondary school expansion.

3.3 Proposed Timescales

September – October 2012	<ul style="list-style-type: none"> ▪ Briefing to staff (EDC & BAEC) ▪ Briefing to BAEC governors
September – December 2012	<ul style="list-style-type: none"> ▪ BAEC ‘shadowing’ of course delivery ▪ BAEC project management and development of business case
January – February 2013	<ul style="list-style-type: none"> ▪ Staff restructuring process
March 2013	<ul style="list-style-type: none"> ▪ Relocation of staff to BAEC or Civic Centre ▪ Closure ‘mothball’ of EDC site
April 2013	<ul style="list-style-type: none"> ▪ Course delivery fully functional at BAEC ▪ Small central Education Support team located at Civic Centre ▪ Some course delivery teams and administrative support located at BAEC

4. POLICY IMPLICATIONS

- 4.1 The London Borough of Bromley’s Corporate Operating Principles define the Council as an organisation based around four core principles: Member-led; delivering Value for Money; supporting independence; and efficient and non-bureaucratic.
- 4.2 This restructure will support the Council to achieve the principles of delivering value for money by bringing together separate services into an efficient single service. It will also make the best use of the Council’s resources including its assets, finances and workforce.

5. FINANCIAL IMPLICATIONS

- 5.1 Savings are expected as part of the restructuring of the service. This is currently out to consultation. By freeing up the EDC and moving functions to sites currently used by Adult Education and the corporate centre, savings will be made on premises costs. The vacated EDC building will also be freed up for potential school expansion purposes.
- 5.2 Any savings realised will form part of the financial strategy for 2013/14 onwards.

6. LEGAL IMPLICATIONS

- 6.1 The management of the site is at the discretion of Local Authority having regard to any need for additional school expansions or alternative educational uses as the appropriate decision making body may see fit.

7. PERSONNEL IMPLICATIONS

- 7.1 Key roles and responsibilities have been realigned to take account of the changes to strategic management. Following a review of the new arrangements, and as outlined in paragraph 3.3, further work will now follow on restructuring the service. These proposals will have staffing implications and some staff will be at risk of redundancy. Formal consultation, in line with the Council’s procedures for managing change, will take place with staff and their representatives once further details are available.

Non-Applicable Sections:	N/A
Background Documents: (Access via Contact Officer)	