

LEARNING CITY YORK YORK'S LIFELONG LEARNING PARTNERSHIP

TERMS OF REFERENCE – June 2011

1. Background and Core Purpose

Learning City York – York's Lifelong Learning Partnership was first established, as a voluntary partnership, in **1998** to create and develop a culture of lifelong learning for York and to maximise the contribution of learning to personal fulfilment, social cohesion and economic growth for the city.

It has always aimed to bring coherence and better co-ordination and collaboration by local providers and agencies in the development and delivery of lifelong learning that meets the needs of children, young people, adults, families, communities and employers (cradle to grave).

Since 2004, Learning City York took on a new role to lead on the Learning City theme of York's Local Strategic Partnership (LSP) 'Without Walls' City Strategy (2004-2024), and has also made significant contributions to issues and actions included within the Thriving City and Inclusive City Themes.

2. Vision (2004 – 2024)

- To ensure all those who live and work in York have the education and skills that will enable them to reach their full potential, play an active part in society and contribute to the life, culture and economic well-being of the city.
- To ensure that York is seen as both a nationally and internationally recognised centre of excellence for education and training with an exemplary commitment to lifelong learning and an aspiration to stimulate a culture of enterprise, innovation and creativity that is second to none.

3. Current Priorities, Interventions & Performance Measures (2011)

3.1 Priorities

In line with the refreshed **City Strategy 2011**¹, Learning City York has identified four key priorities to ensure that York maintains the high level contribution that education, learning and training can provide to personal fulfilment, social cohesion and economic growth for **all** residents.

The Partnership is seeking to maximise the contribution of learning and skills to:

1. Sustainable economic growth

- We need to attract, nurture and retain knowledgeable, skilled and creative people of all ages to meet the needs of a changing economy and job market.

2. Enterprise and an enterprising culture

- We need to stimulate business start-ups, self-employment and an enterprising culture to match the city's growth ambitions.

3. Employability and economic inclusion

- We need to set learning and skills within the context of a social and economic inclusion agenda and tackle pockets of underachievement, lower level skills & non-participation in education, training and employment, particularly amongst the most disadvantaged and vulnerable communities. This will enable all residents to access business and employment opportunities and maximise their life chances.

4. Personal, social and community development

- We need to continue growing a thriving and vibrant lifelong learning culture in York, maintaining a balance of both formal and informal learning opportunities that helps to raise, for example, levels of family and social cohesion, active citizenship, health and well-being.

¹ See Appendix for full version of Learning City York strategy that contributes towards the overarching City Strategy

3.2 Interventions

People that Learning City wants to continue to support are:

- Children and young people (including undergraduates / graduates)
- Families and communities
- Employers, self-employed and working age adults (both those in and out of work)

Strategic interventions and actions will focus on:

- Improving the quality and choice of education, employment, training and Continuous Professional Development programmes (with clear progression pathways)
- Stimulating opportunities for personal, social and community development (including informal learning)
- Enhancing the accessibility and quality of information, advice and guidance (including activities to raise ambitions and aspirations)
- Promoting and widening participation in the learning and skills 'offer' (including increasing investment by employers and individuals of all ages)
- Continuously improving attainment rates and outcomes for all young people, families, adults and employers
- Sourcing and aligning funding for the city to deliver against agreed priorities

Responsibility for progressing strategic interventions and priorities within the Learning City theme of the City Strategy and the rolling 4 year City Strategy Plan rests with a number of organisations and more detailed action plans, including:

- Learning City York (in its own right), the Local Authority, schools, colleges and training providers, Higher York and its partners, the voluntary and community sector, Job Centre Plus and contracts awarded by both JCP and the Skills Funding Agency

3.3 Performance Indicators and Success Measures

The Partnership will monitor progress of cross-city interventions against the following quantifiable performance indicators and seek to work collaboratively and / or as individual organisations to address emerging issues:

1. Economic Growth:

- Attainment / narrowing the gap indicators for young people (agreed with the Education Partnership)
- Working age population qualified to at least NVQ Level 2, 3 & 4
- Other indicators - monitoring the workforce profile; job vacancies; analysis of skills needs by sector;

2. Enterprise and an Enterprising Culture:

- No. of business start-ups / self-employed; (agreed with York Economic Partnership & Economic Strategy)
- Need to find a way of measuring the impact of actions to raise aspirations / ambitions; use of case studies; contribution of volunteering; measuring changes in enterprising attitudes;

3. Employability and Economic Inclusion:

- 16 – 18 year olds who are NEET (Not in Education, Employment or Training)
- Overall employment rate & those on benefits (with York Economic Partnership)
- Financial Inclusion measures picked up by the Child Poverty Strategy

4. Personal, Social & Community Development:

- Currently no measures have been identified by the York Informal Learning Group
- Success measures are likely to fall out of the NIACE consultation around Informal Learning
- Other suggestions: no. of self-organised community groups & organisations; people volunteering; no. of people visiting informal learning places, particularly to recognise the importance of cultural learning in York

4. Board Membership

Learning City York is a voluntary grouping, with representation from the private, public, community and voluntary sectors and the independent role of the Partnership is a key feature. The Board meets four times a year, with working / task and finish groups set up according to need.

- Babcock (Next Step Adult Careers Advice and Guidance) – Manager – Sarah Collison
- CYC Adult & Community Learning – Head of Service – Alistair Gourlay
- CYC Adult, Children & Education – Assistant Director, Education & Skills – Jill Hodges
- CYC Economic Development Unit – Head of Economic Development – Katie Stewart

- Executive Member – Cllr Janet Looker
- Higher York – Director – Jessica Grant
- Job Centre Plus – External Communications Manager – Jill Gibson
- Museums Trust – Head of Service – Martin Watts
- NYBEP (North Yorkshire Business Education Partnership) – Executive Director – Sue Gradwell
- Skills Funding Agency – Annabel Jelley
- University of York – Community Development and Lifelong Learning Director – Lesley Booth
- Voluntary & Community Sector – Chief Executive, York CVS – Angela Harrison
- York College – Principal – Alison Birkinshaw
- York St John University – new rep TBC
- Your Consortium – York Development Manager – Laura Harris

Chair: CYC Adult, Children & Education – Assistant Director, Education & Skills – Jill Hodges
Secretariat: Julia Massey (Learning City York – Partnership Manager), CYC

5. Ways of Working

By strengthening Learning Partnership arrangements in the city, there is an opportunity to ensure that the benefits and contributions of different stakeholders working across all ages and audiences of education, learning and skills development are not lost and that the city is well placed to respond and influence a changing external environment.

Learning City York will:

- Continue to raise the profile of the Learning and Skills agenda amongst individuals, families, communities and employers in York, producing an annual statement of need to influence strategy and action plans.
- Facilitate a co-ordinated approach to address the Partnerships long-term vision and current priorities, setting up and supporting ‘working groups’ as appropriate, with partners.
- Act as the de facto learning and skills expert and lead on the Learning City theme of the Local Strategic Partnership and relevant actions of the City Plan, raising the profile of partner contributions to delivering agreed priorities and actions.
- Provide the infrastructure and communication channel through which regional, city region, sub-regional organisations and LEPs can consult and gather intelligence from local organisations on matters requiring learning & skills input, representing the views of the city on relevant groups as requested.
- Influence, on behalf of its stakeholders, how both core and flexible discretionary funds for learning and skills are deployed in York by advising on local needs, on gaps in provision and by supporting partners with the submission of bids & technical assistance thereafter.
- Act as a strategic convener to provide access to the wider learning agenda and labour market information for stakeholders and a forum for discussion and agreement on areas of mutual interest.
- Broker partnerships, in a flexible and inclusive way, to enable improved networking linked to an overall strategy that engenders joined up thinking, working together, identifying opportunities and making things happen.

6. Funding of Learning City York Partnership and Secretariat

Core funding for the secretariat and activities of Learning City York (in its own right) has been supported by:

- Government Office Yorkshire and Humber from 1999 to 2002
- Learning and Skills Council North Yorkshire from April 2003 to March 2008
- Project funding (generated by Learning City York secretariat) April 2008 to March 2010
- City of York Council and project funding (generated by Learning City York secretariat, including ESF Technical Assistance for the city) from April 2010 onwards

The hosting of the secretariat (Partnership Manager) has been supported by:

- Guidance Services (Babcock) 1999 - May 2011
- City of York Council since June 2011 (the Partnership Manager works directly within the Council across both Economic Development and Education)