

DUNDEE CITY COUNCIL

REPORT TO: Leisure, Arts and Communities Committee - 25 February 2008

REPORT ON: Service Level Agreements with Dundee College, Craigowl Communities and CM Associates 2008-2011

REPORT BY: Director of Leisure and Communities

REPORT NO: 123-2008

1.0 PURPOSE OF REPORT

1.1 To seek approval of the funding to Dundee College and Craigowl Communities through a three year Service Level Agreement.

2.0 RECOMMENDATIONS

2.1 It is recommended that an annual payments be made to the organisations identified below for the delivery or monitoring of literacy and numeracy services:

- Dundee College £39,000 (tuition)
- Craigowl Communities £32,000 (tuition)
- CM Associates £14,000 (monitoring/evaluation)

3.0 FINANCIAL IMPLICATIONS

3.1 The Service Level Agreement will involve an annual payment of an agreed sum which will be met from the Leisure and Communities Department's Revenue Budget for 2008-2009 and subsequent years.

4.0 MAIN TEXT

4.1 In July 2001 the Scottish Executive's Education and Lifelong Learning Department Circular (ELLD) 1/01 provided guidance on the role of the Local Authority in the drive to raise levels of adult literacy and numeracy.

The Local Authority was remitted to set up and develop a partnership approach to the strategic planning and delivery of adult literacy.

4.2 The definition of what constitutes an appropriate level of literacy and numeracy for participants is set out as follows:

"The ability to read, write and use numeracy, to handle information, to express ideas and opinions, to make decisions and solve problems, as family members, workers, citizens and lifelong learners".

4.3 The partnership funding for literacy and numeracy was transferred from ring fenced funding into the Grant Aided Expenditure in the financial year 2006/07. Whilst this money has been transferred into the local authority budget, the requirement from the Scottish Government, detailed in the strategic plan guidance 2008/2011, is that it is overseen and delivered through a partnership model, with the Local Authority leading and supporting the Partnership, with literacies integrated into the community planning process.

- 4.4 On 15 January 2008 the Adult Literacy and Numeracy Strategic Plan 2008/2011 was approved by the Literacy Partnership. This detailed the strategic outcomes of the Partnership.
- adult literacies embedded within community planning
 - increase literacy learners' capacity to participate in personal family work and community life
 - supporting and attracting vulnerable learners
 - ensuring literacy provision meets the quality standards as set out in How Good is our Community Learning Development 2.
- 4.5 The Adult Literacy and Numeracy Strategic Plan 2008-2011 identified three approved providers for the period 2008-2011, Dundee City Council; Dundee College and Craigowl Communities. This approval was based on past performance, satisfactory monitoring and evaluation reports, and completion of self evaluation; which identified high quality level of provision and a positive impact of literacy learning.
- 4.6 At the Literacies Partnership meeting on 15 January, 2008, it was agreed that the adoption of a Service Level Agreement would allow for a clearer contractual arrangement between Dundee City Council as Purchaser with Dundee College and Craigowl Communities, as approved Providers of the services as detailed in the 2008-2011 Strategic Plan.
- 4.7 A written Service Specification reflects the role and responsibilities of Dundee College and Craigowl Communities to provide literacy learning opportunities, as detailed in the Adult Literacy and Numeracy Strategic Plan 2008-2011; including the provision of professional support to the staff involved in delivering literacies learning, and the undertaking of self evaluation in line with the Her Majesty Inspector of Education: How Good is our Community Learning and Development 2 Quality Framework guidance. The specific targets/outcomes for delivery by Dundee College/Craigowl Communities Limited/CM Associates are detailed in Schedule 1 of the Service Specification.

5.0 POLICY IMPLICATIONS

- 5.1 This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

6.0 CONSULTATION

- 6.1 The Chief Executive, Depute Chief Executive (Support Services), Depute Chief Executive (Finance), Assistant Chief Executive (Community Planning) and Head of Finance have been consulted in the preparation of this report and are in agreement with its contents.

7.0 BACKGROUND PAPERS

- 7.1 None.

STEWART MURDOCH
DIRECTOR OF LEISURE AND COMMUNITIES
14 JANUARY 2008