


<p>Bridgend County Borough Council                  Post 16 Education Phase Two  <b>Project Initiation Document</b></p>	
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<b>Version: 0.1</b>	<b>Author: SG</b>	<b>Document Status: Draft</b>
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Project/ Programme Sponsor: Nicola Echanis	Date:
Project/ Programme Manager: John Fabes	Date: Dec 17
Approved By Project Board:	Date:

## Document Control

### 0.1 Version Control

Version	Status	Date	Author	Amendment Details
0.1	Draft	November 17	SG	

## 1. Background

In 2011, BCBC in partnership with its secondary schools, developed, in response to Welsh Government's (WG) Transformation agenda, a Strategic Outline Case (SOC) to take forward post-16 education in the borough. The case was made to develop a collaborative and distributed tertiary model whereby close partnership arrangements would be developed through clusters of schools and also across the whole post-16 network including the further education (FE) college. Significant use was made of BCBC's 14-19 grant to support these developments and in particular to provide a transport budget that enabled learners to move between schools as well as the college in order to pursue shared subjects.

In 2013, Welsh Government asked BCBC to review the position of post-16 provision and the progress made under the SOC. BCBC agreed terms of reference with WG and commissioned Tribal to undertake the review.

Tribal noted the improvements in access to a wide range of subjects, the ability of schools to meet the requirements of the Learning and Skills Measure and an increase in the numbers of learners accessing partnership courses. Some efficiency savings were recognised alongside rationalisation of minority subjects. Participation rates were seen to be improving slowly but there was little impact seen on the quality of provision.

Among the concerns raised by Tribal were that this "distributed tertiary model" produced a slower rate of change in the anticipated outcomes and there was a need to provide a more comprehensive progression offer for learners with additional learning needs (ALN).

Anxiety was expressed over the impact of transport costs if the burden of these fell on school budgets and the need for better quality impartial advice and guidance.

The Tribal review makes reference to a number of other reports related to post-16 provision in BCBC and proposed an action plan for the Partnership Steering Group (PSG – the borough’s 14-19 Strategic Group) to take forward. The action plan was only partially implemented.

In 2015, in response to changing policy and funding conditions the Schools Task Group received a further report from the PSG. In 2016, the Director for Education and Family Support established a Strategic Review Board (SRB) with this key objective:

“A strategic review is required to evaluate education provision and curriculum delivery across Bridgend County Borough including with Bridgend College, and to determine the future direction needed by means of an options appraisal and the recommendation of a preferred option.”

A review of post-16 provisions across BCBC was one of the workstreams established under the SRB and a Post-16 Operational Board was created to oversee this work. A Post 16 Education Workstream report was approved by the SRB and a cabinet report was generated in October 2017. Cabinet approved recommendations for a Post 16 Education phase two feasibility project to commence.

## **2. Fit to Strategy**

The work stream Post 16 Education Phase Two is linked to the following priority in the Corporate Plan:

Priority one: Supporting a Successful Economy

Bridgend County Borough Council’s Corporate Plan for 2016-2020 identifies this activity as:

“A strategic review to evaluate education provision and curriculum delivery with Bridgend College to ensure that there are clear options available to provide the best possible opportunities for learners in Bridgend.”

Furthermore this is amplified in the 2017-2018 update to:

“Complete the review into the curriculum and schools estates for primary, secondary and post-16 education and begin consultation on the proposals, where required, with all stakeholders.”

## **3. Project Outline**

### **3.1 Project Aims**

Develop proposals for the strategy on behalf on the Local Authority for Post 16 Education which is signed off by all stakeholders and which will inform future planning. Specifically it will:

- Establish and drive forward a strategic approach to post 16 education provision in the borough
- Co-design post 16 education provision with stakeholders
- Evaluate the impact of the post 16 plans for education

- Identify any opportunities for any advantageous service re-configuration including assessing the implications for other stakeholders
- Assess the implications of any proposals and advise the Post 16 Board of those potential implications
- To maintain open lines of communication to stakeholders especially Head Teachers as the work progresses
- To ensure timely completion of every project milestone
- To apply a project structure and project plan to the project
- Manager by Exception: Significant risks/ issues/ changes

### 3.2 Project Objectives

To deliver a sustainable strategy for post 16 education in Bridgend underpinned by robust models, which will deliver the right education in the right place and with the best outcomes for Learners.

To generate a feasibility report around the preferred concepts as outlined in the report to cabinet.

### 3.3 Assumptions/Dependencies

The Post 16 Education project is dependent on:

- The Post 16 Welsh Government planning and funding system being maintained in its current form in the short to medium term.
- The Post 16 Grant being continued

### 3.4 Products/Deliverables

The Post 16 Education Phase Two project will produce a feasibility report.

The report will be mindful of the deliverables which were set out in the Post 16 Education Phase one Project Brief which were:

- To evaluate the effectiveness of the current educational services to Post 16 learners and what can be done to improve this
- To determine options for Post 16 provision for the future
- A model with demonstrable efficiencies and value for money in the delivery of post 16 education services
- Methodology for appraising options
- Develop a sustainable strategy on behalf of the Local Authority (LA) for Post 16 Education that has been signed off by stakeholders and that caters for (School performance, quality and standards, Diversity of provision, local schools, size of schools, social inclusion, special educational needs, Community focused, parental preference, continuity of education post 16 learning that provides learners with a good level of education, enabling them to have positive progression choices, travel, site organisation, sustainable development, value for money, efficiency and effectiveness, consistent with Council's strategic plans, recognition of the Welsh Medium and Faith Provision)

## Project/ Programme Roles & Responsibilities

### 4.1 Membership & Roles of Project/ Programme Board

Role	Name
Project Sponsor	Nicola Echanis
Senior User	Cabinet
Senior Supplier	Post 16 Board
Project Manager	John Fabes

### 4.2 Membership & Roles of Project/ Programme Team

Role	Name
Specialist Officer Post 16 Education and Training	John Fabes
Interim Corporate Director – Education and Family Support	Lindsay Harvey
Head of Education and Family Support	Nicola Echanis
School Programme Manager	Gaynor Thomas
Finance Representative	Joanne Norman
Finance Representative	Deborah Exton
Human Resources Representative	Alison Gwyther
Group Manager – School Improvement	Mandy Paish
Group Manager – School Improvement	Susan Roberts
Group Manager – Inclusion	Michelle Hatcher
Group Manager – Property Services	Fiona Blick
Group Manager – Business Strategy and Performance	Robin Davies
Principal - Bridgend College	Simon Pirotte
Deputy Principal – Bridgend College	Viv Buckley
Vice Principal – Bridgend College	Andrew Gibbs
Engagement and Progression Co-ordinator	Owen Shephard
Family Support Services Manager	David Wright
Head of Regeneration, Development and Property Services	Satwant Pryce
Welsh Government Representative	Gary Jones
Head of YGG Llangynwyd	Meurig Jones
Head of Porthcawl Comprehensive School	Andrew Slade
National Training Federation	John Nash
Careers Wales	Jayne Tilley

Head of Ysgol Bryn Castell	Helen Ridout
Head of Arch Bishop McGrath	Angela Keller
Head of Cynffig Comprehensive School	Hannah Castle
Head of Brackla Primary	Kath John
Legal Representative	Andrea Lee
Bridgend Governors Association	Tom Beedle
Communication Representative	Sam Connell
Senior Projects Officer	Cath Powell
Projects Officer	Sarah Griffiths

#### 4.3 Stakeholders

See separate stakeholder analysis.

### 5 Project Schedule

#### 5.1 Desired start and finish dates

Post 16 Education Phase two is due to start in November 2017 and is expected to be completed in April 2018.

#### 5.2 Project Plan

See separate Project Action plan

### 6 Project Controls and Governance

The Post 16 Education Phase Two Operational Board will hold board meeting to update on project progress.

The board will report to the Corporate Management Board (CMB).

The board will utilise the risk and issue tracker which will be updated throughout the project.

### 7 Budget, Funding and Savings

There is no budget for this project and it will be delivered within existing resources.

### 8 Sustainability

Sustainability will be built into the feasibility study and included in the final report.

### 9 Risks/Issues

See Separate Risk and Issue tracker.