

## **NW Open Forum Meeting 6<sup>th</sup> October 2008, Item 8, Staff Concerns**

### **Item 10**

One way of getting staff motivated would be to see that they had equipment that worked – or do Band 1's not matter in the great scheme of things.

The colour printer on the 10<sup>th</sup> floor has been out of action for at least 6 months so any document that needs to be printed off in colour has to be sent to the one in marketing on the 9<sup>th</sup>. XXXXXXXX reported it ages ago.

I know that XXXXXXXX used to trudge up and down the stairs doing stuff for Alison.

Surely, the LSC can afford to have it fixed or replaced!!!!!!

### **Response**

Andy Taylor to update at the meeting

### **Item 11**

Development opportunities for staff – reorganisation of regional 14-19 with no offers to interested parties and elements of Key stage 4 reengagement being effectively devolved to LA's (agreed with LSC regional office and Lancs CC)

You will be aware that I have had some concerns about how the 14-19 work within the region has been apportioned recently, particularly with regard to the duties of the 14-19 Manager (xxxxx), who is leaving the team to take up a post in xxxxxxxxxxxx.

I understood that good practice within transition would be to put all opportunities for development out to 'Expression of Interest', thereby ensuring equality of opportunity at a sensitive time.

However, this has not happened with the work of the 14-19 Manager. It is my understanding that this important area of work, which is very likely to pass directly to the Young People's Learning Agency, has been divided up between existing members of the wider Planning and Performance team, without an opportunity for people from other teams to express interest. This unfairly advantages existing members of the Planning Team, and puts them in a strong position for transfer to the YPLA.

I am also concerned, although possibly do not fully understand, the report that the 14-19 Manager will retain some of his role (specifically that which relates to the large KS4 Engagement Project within the NW region). Again, if it had been support for this project had been requested, it may have been deemed fairer than someone who is leaving the organisation being asked to continue the work.

### **Response**

Please find below my response to the question raised through the Open Forum regarding staffing changes with 14-19 Regional work.

The Young Peoples' Learning Team has an establishment of 3 posts in the structure:

- Young Peoples' Learning Director (YPLD)
- Young Peoples' Learning Manager (YPLM)
- Young Peoples' Learning Adviser (YPLM)

#### The Young Peoples' Learning Director

- requested a secondment to a DCSF post and this was agreed by the Regional Director .
- The YPLD took up the secondment in December 2007.
- This post has been covered jointly by the RDLPP and two partnership directors following a request for expressions of interest - this was discussed at RMT and agreed by the Regional Director

#### The Young People's Learning Manager and Adviser

- YPLA left the LSC in June to take up a post outside the LSC having resigned in May
- YPLM advised LSC that he was being interviewed for a post with Lancashire County Council as 14-19 Curriculum Manager in early June
- This was an externally advertised post and the LSC Learning Planning and Performance Directorate had no discussions with Lancashire County Council about this appointment save to direct a request for a reference to LSC National Office
- On 9 June YPLM advised LSC that he had been offered the post. He resigned on 19 July with a leaving date of 29 September.
- A proposal on temporary arrangements for 14-19 staffing was taken to RMT on 23 July – temporary arrangements were proposed as, at that time, it was expected that progress on interim structure would follow directly following the publication of the DCSF/DIUS response to the MOG consultation document in August/September
- The temporary proposals were endorsed by RMT and agreed with the Regional Director
- The temporary proposals to cover these two posts had 3 elements:
  1. to separate the strategic and operational management of 14-19 within LPP with the RDLPP concentrating on strategic work supported by the 2 Partnership Directors identified following expressions of interest being sought and with the Director of Planning and Performance (DPP) taking on the oversight of operational 14-19 activity on 14-19 reform contracts such as September Guarantee; FLT; Young Apprenticeships; Key Stage 4 Engagement; Work Related Learning etc
  2. for the Planning and Performance Team of 3 people ( Manager; Adviser; Administrator) to streamline their work on performance and for the capacity released to be used to undertake aspects of the operational 14-19 work referred to at 1 above
  3. to invite expressions of interest for 2 colleagues each to work on 14-19 on a 2 day per week basis at Band 2 to provide the additional capacity required to cover the operational work referred to at 1. above
- Expressions of interest for these two posts are to be invited now that the YPLM has left LSC (yesterday)
- My understanding is that the work which is being covered partially by the Planning and Performance team plus, partially two other colleagues (following expressions of interest) is very unlikely to transfer to the YPLA: In 2009-10 many of the contracts involved will be transferred to LAs as part of the transition to the new MOG arrangements. For 2009-10 it will be Partnership Teams working with LAs

who chiefly will be engaged in this work. The LSC national and regional role will increasingly be very light touch and in supporting this transition. By 2010 -2011 the funds for this work will, I believe, go directly to LAs

#### Continued Involvement of the former YPLM in Key Stage 4- Engagement

- This area of work will be led by the PD who is on a PT attachment to LPP to help cover YPLD secondment and supported by the Planning and Policy Manager (PPM) who is covering part of the operational activity for 14-19
- One element of this work is a regional group of LA representatives who manage and deliver KS4 in the LAs
- To date the LSC has chaired this group and this was done by YPLM
- This work is to transfer in full to LAs before 2010-11 and a partial transfer of responsibilities will begin this year in relation to the planning required for 2009-10 and, therefore, it has been our intention to move the leadership of this group to the LAs during 2008-09
- The former LSC YPLM will now be a member of this group representing Lancashire CC
- At the next meeting he will offer to continue to chair the group on behalf of the LAs – I do not know yet whether his offer will be accepted
- I can confirm that the former YPLM is not undertaking any work for the LSC and no aspect of LPP work has been delegated to Lancashire CC.
- As this work is transferring to LAs, he will however have an increasing management role in KS4 as will his counterparts in all other LAs
- As the lead manager (not director) for 14-19 in Lancashire CC he will, in his new role, be a key partner for LSC colleagues in Lancashire and in the regional team as we support LAs to pick up the challenge of leading on this area of work

#### General Comments

- The loss of 100% of the 14-19 team could not in my view be wholly managed by a series of colleagues all on short term and probably part time development opportunities
- I view offering development opportunities to colleagues as a serious responsibility. If the opportunity is to be useful to the individual it requires planning and sufficient management capacity to mentor and support. In my judgement I need an anchor within the directorate that is available 5 days per week to manage and deliver 14-19 operational work albeit on a part time basis. This provides the foundation on which I can offer a proper development opportunity to other colleagues
- As a member of RMT I need also to be mindful of the impact of any proposals I make on other parts of the business at a time of admin budget reductions and the need to establish a large NAVMS Project Team from within existing resources
- The proposals put to RMT and agreed by the Regional Director are, I believe, a sensible balance between re-aligning work within the Directorate and offering opportunities for four other colleagues at both Band 4 and Band 2 to access development opportunities within 14-19 - all within the context of needing to maintain a stable support service to partnership teams and to maintain business continuity
- Over the last 12 months, only three colleagues have advised me that they would be interested in development opportunities in any aspect of LPP regional work. One has now accessed an alternative development opportunity within her area team; one is participating in a shadowing exercise with members of my team and the third would be able to respond to the expressions of interest which are about to be posted at Band 2 if they choose to do so.

- If other colleagues are interested in development opportunities within LPP we will try and accommodate them. Open Forum members may also be interested to know that we plan to invite expressions of interest for 2 x 2 days per week development opportunities at Band 2 in Learning and Quality focussed on Framework for Excellence ( This was also agreed by RMT and the RD in July)

I hope that the above provides the information required to respond to the question raised. If Open Forum members require further information can you let me know what it is they would like me to provide and I will do so. Equally if they would like me to attend a meeting to discuss these issues I am happy to do so.

I have copied this correspondence to the Regional Director as a courtesy as it refers to proposals he has agreed

### **Item 12**

(linked to point 2) Manchester office reorganisation and development opportunities, specifically band 3's not given opportunity to "act up" while short of Band 4's. Colleagues are given to understand that with the reorganisation of Band 4's cases were put forward for enhanced salaries. Administrators (as short staffed as directors) were reorganised at the beginning of the year with no similar consideration.

### **Response**

The Manchester office is moving to an interim structure which we will review after three months. Due to the sickness/absence on secondment of a significant proportion of Partnership Directors, we needed a solution that could be put in place quickly. At our staff away day on 25 September, we made it clear that we are working to identify opportunities for band 3s (and also band 2s and 1s) to take on additional responsibilities - this work is in progress.

In our work to manage our resources, we are liaising closely with HR colleagues and working within the LSC's principles for managing resources flexibly within budget. There are likely to be instances where staff take on additional responsibilities and where it is appropriate to make an additional payment - these instances could apply to any colleagues in the Greater Manchester office.

In terms of administrators, some are now supporting more than one partnership team but this is not a 'bigger job' and we are not aware of any administrators who are 'overloaded'. If that is the case, please ask them to get in touch with Jane Bracewell and we will review their workload.