

West Yorkshire Lifelong Learning Network

HEFCE Board Report

1. Background

1.1. HEFCE requests that all LLNs provide a progress report on their activities for each academic year. Following the CHERI evaluation of Lifelong Learning Networks, HEFCE introduced in July 2008 a monitoring template to standardise reporting. These reports should accompany a written report of no more than 20 pages. As many LLNs had already produced their annual reports, including the WYLLN, they have given permission for these reports to be submitted unchanged. The reports have to be submitted to HEFCE before 31st October 2008.

2. HEFCE Templates

2.1. **Finance summary:** Within the year the report shows an over spend of £224,772. This is because the HEFCE payments were paused for a period. Overall from the commencement of the project there is an under spend.

2.2. **Progression agreements:** To date there are no signed progression agreements; however there are 38 in development. We are waiting returns from some colleges before the detail of all the agreements can be provided. A key issue is that there is a high proportion of internal progression agreements and that the majority of agreements to date are associated with progression through HE rather into HE. This is something that will be addressed in the coming academic year.

2.3. **Curriculum development:** In addition to the curriculum developments reported on this template, there are an additional 26 developments planned.

2.4. **Staff development:** As can be seen steady progress is being made against target (500).

2.5. **IAG:** A total of 2439 learners have been supported through 2812 interventions.

2.6. **Measuring learner constituency:** This template created the most difficulty in completing, as the WYLLN defined its constituency in terms of learner types rather than the courses they were on. In HEFCE terms, our learner constituency will be those learners on courses with progression agreements. At this stage, therefore we will only be able to report on those courses that were allocated ASNs in 2007/8. The table is incomplete as we are awaiting information from partners.

2.7. **HE-FE links:** Any additional examples that can be entered into this table should be reported to the Director.

3. HEFCE One Year Progress Report

3.1. The One Year Progress Report provides information on the performance of the WYLLN against the targets set out in the original Business Plan and against first year milestones.

4. Board Action

- 4.1. The draft Progress Report and the HEFCE templates are attached. The Board is asked to receive these reports and approve their submission to HEFCE.