



Leeds 
College of
Building

Specialists in Construction
Education & Training

2008 / 2009 ANNUAL REPORT

BUILD YOUR FUTURE

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MEMBERS OF THE CORPORATION

| | |
|---------------------------------------|--------------------------|
| Clare Harrigan - Chairman | External Member |
| Andrew Finn - Vice Chairperson | External Member |
| Malcolm Himsworth | External Member |
| Martin Joyce | Business Member |
| David Hutchinson | Business Member |
| Ian Billyard | Principal |
| Christopher Holliday | Staff Member |
| Helen Ramsden | Staff Member |
| Andy Gamble | Community Member |
| | |
| Rosaline Scanlan | Clerk to the Corporation |

1 INTRODUCTION AND OVERVIEW



1.1 PRINCIPAL'S REPORT

The academic year 2008/09 has been very challenging for the College, reflecting the economic climate in which we all operate. Despite these conditions, the College has continued to develop.

- College income has risen to £18.5 million (up £1.5 million).
- Achievement levels have risen to a minimum of 93%.
- Our own Advanced Apprenticeship Framework achievement rate has risen to 86% (26% above national rates).
- Achievement of the Training Quality Standard (TQS – Parts A & B) which covers all areas of activity.
- Integrated Quality Enhancement Review (IQER), which is Higher Education's version of Ofsted, identified no major issues.
- Achievement of the 'Investors in Diversity Standard'.
- Employer survey – the College works with 2,500 employers annually:
 - 94% agreed the College provides high quality training
 - 94% agreed they would recommend the College to others
 - 86% agreed the training had a direct impact on their company.
- Re-accreditation of MATRIX Standard for Information Advice and Guidance (IAG).
- BS18001 International standard of compliance for Occupational Health and Safety Systems for the third year running.

Student Success:

A number of our students achieved regional and national awards:

SkillBuild

- The national SkillBuild finals were held at the Stourton Site in October 2008. The event was a great success and students from the College were awarded one gold and three silver.

- At the regional finals in June 2009, students achieved three first places, five second places and three third places.

SkillPipe / SkillPlumb /SkillElectric – two first places and two third places were achieved in the finals held at the College in June 2009.

Numerous other awards were achieved including:

- CIOB Site Management Awards Scheme (June 2009)
- Painting & Decorating Association Apprentice of the Year National Award (June 2009)
- IOC Northern Regional College Competition – two first places (June 2009).

Two students (Liam Gardner and Heather Adgie) took part in the final selections for the UK WorldSkills team that culminated in WorldSkills, Calgary, Canada.

The College seeks to continually review and improve the courses offered. New courses offered in 2008/09 included:

- HNC in Civil Engineering
- HND in Building Services Engineering
- Foundation Degree in Facilities Management
- Young Apprenticeships and Diplomas (14-16)
- Construction & Built Environment Diploma (Foundation Level 1, Higher Level 2 – 14-16 and Advanced – post-16)
- Trade Skills – Notional Level 1
- A range of bespoke courses to meet employer needs including renewable energy and sustainability provision.

Ian Billyard

Principal

FACTS & FIGURES

1.2 FACTS & FIGURES

For the Academic Year 2008/09

The achievement rate for 16-18 year olds is now at 95%, which is an increase of 1% on the previous year and 6% higher than the national result, which is an excellent achievement for the College.

The 19+ age ranges have continued with their outstanding achievement rate, with 96% in the 2008/9 academic year. This is an exceptional result, not only is the College up 5% on the previous academic year, we are also 7% higher than the national rate for this age group.

No of Students - 7912

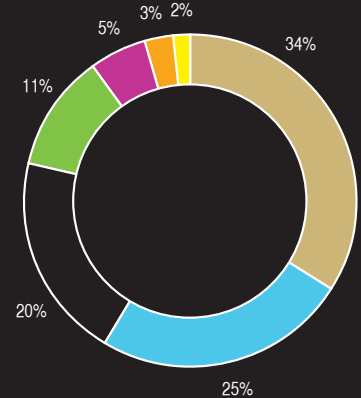
Breakdown:

- Part Time** - 2702 (includes work based learning / apprenticeship schemes)
- Short Courses** (less than 12 weeks) - 1949
- On Site Assessment & Training (OSAT) and Train to Gain** - 1590
- Full Time** - 900
- Team Education** (students from local schools on link programmes) - 437
- Adult Education** - 211
- Distance Learning** - 123

Male / Female Ratio - 91% male, 9% female

Ethnicity Ratio - 88% white, 12% black/Asian/other

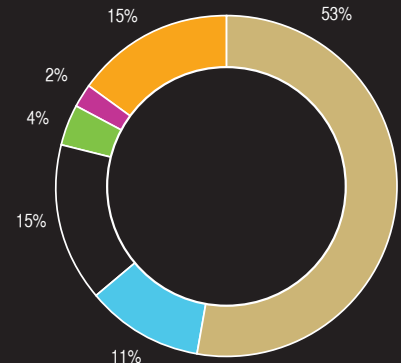
Age Breakdown - 33% under 19, 67% over 19



Where Our Students Come From

(based on all students apart from distance learning, Team Education, and On Site Assessment & Training)

- Leeds**
- Bradford**
- Wakefield**
- Huddersfield**
- Halifax**
- Other** (outside West Yorkshire)



This information is based on statistical data of student numbers as of July 2009.

2 GOALS AND OBJECTIVES

2.1 MISSION STATEMENT

'Leeds College of Building delivers a comprehensive range of high quality learning opportunities related to construction and the built environment'

2.2 COLLEGE STRAPLINE

Specialists in Construction Education & Training

2.3 MEETING DEMANDS AND REQUIREMENTS

2.3.1 Accommodation

The College was successful in being awarded a three year contract with Leeds City Council to deliver training at the Council's Clarence Road Site. Under the terms of the contract, the College took over the management of the site and now have staff based there on a permanent basis. Local Enterprise Growth Initiative (LEGI) funding also supported the building of a new centre in East Leeds, the RISE, which the College manage and deliver training to the local community. This brings the number of sites the College now deliver training on to seven in the City.



The Property Strategy was revised during 2008/09 and a feasibility study undertaken to consider the College's options in the future. Although the constraints of LSC funding are now well documented, the College plans in the future are to reduce the number of existing sites and consolidate on to one or two sites.

Other project work that took place during the year included remodelling IT workshops and classrooms at North Street, Lockwood Way and Stourton; refurbishing Team Education workshops and facilities, installing and upgrading extraction and undertaking work to the heating systems to improve energy efficiency. (This work was supported by a grant from the LSC.)



2.4 EMPLOYER ENGAGEMENT – ANNUAL REPORT

Leeds College of Building is always looking at new ways to help employers benefit from funding to improve the skill base of their workforces. In February, the College was successful in winning funding for a number of courses which are supported by the regional Enhancement Fund (European Social Fund). The fund is specifically designed to support companies in the Yorkshire region and contributes towards the subsidising of training. Many local companies have benefited from courses which range from First Aid at Work through to NEBOSH and Domestic Energy Assessor courses.

Among the companies who have taken advantage of the funding are Connaught PLC, Frank Haslam Milan Ltd, William Cooper Ltd and Wakefield District Housing. On the back of the successful delivery of these courses more requests have been made to the Enhancement Fund in the hope that more Yorkshire-based employers can benefit from the

funding. The learning areas that have been focused on with later bids have been in the areas of Higher Education, namely Civil Engineering, Building Services Engineering, Construction Studies and NVQ Level 4 or 5 Site Management. By exploring alternative routes of funding, the College not only has the opportunity to offer courses to its existing customers, but also reach out further to bring new customers on board.

In addition, companies such as Lovells, Pinsent Masons, Wates and NG Bailey, are fully supportive of the new 14-19 Construction & Built Environment Diploma, in providing a range of activities such as work placements, site visits, guest speakers and mentorship for students; helping the College meet the requirements of the programmes and more importantly, help students experience and engage in the real world of work. Employers also accommodated a further 250+ students from our full-time programmes by providing one or two weeks work placements.

Following the June 2009 annual survey of

employers' perception of the College, it was pleasing that employers felt the following about the College:

- **94% agreed that the College provided high quality training.**
- **94% agreed that they would recommend the College to others.**
- **87% agreed that the training provided is having a positive impact on their business.**

We never get complacent and acknowledge that there is always room for improvement, or new provision that employers may require. At any time we are more than happy to receive your views or meet with you.

2.4.1 Work Based Learning

Work Based Learning as a unit continues to develop and expand. During 2008/2009 the unit took responsibility for managing the contract for Leeds City Council for delivery of EDI Developing Skills and Level 1 Diplomas in Construction. This key partnership allows the unit to focus on applicants

who may not be ready for full Apprenticeships and still offer them entry into Construction. Many of the learners who successfully complete the programme progress on to mainstream Further Education provision and full Apprenticeships.

With Leeds College of Building having its own LSC Apprenticeship contract we are able to offer excellent service, from both the Work Based Learning Unit and the teaching staff. Working with over 250 employers, and some major contractors, the College continues to improve overall framework success rates year on year, which is consistently above the national benchmark for Construction Apprenticeships.

Despite the economic climate recruitment still proved buoyant, and during 2008/2009 we had over 800 Apprentices being managed by the Work Based Learning Unit. Apprenticeships remain a key objective for Leeds College of Building and indications show that in the forthcoming year Apprenticeship numbers will be maintained.

An important development during 2008/2009 was a new relationship with Shepherd Engineering Services, who made the decision to have all their Apprentices managed by the Work Based Learning Unit at Leeds College of Building. This key employer relationship shows how Apprenticeships are sustainable and that large employers are continuing to recruit year on year.

2.4.2 Higher Education

New provision for 2008/09 included part time day release HNC Construction and HNC Civil Engineering both of which recruited strongly with groups of 23 and 27 respectively. In addition HND Building Services Engineering commenced with a block-release group and work progressed well to develop a Foundation Degree in Facilities Management on a distance learning basis.

Employer engagement was outstanding across all HE programmes with a wide range of full cost recovery courses, a large number of which were delivered in the workplace, including health and safety and CAD. 21 students completed

the NVQ Level 5 in Construction Management which was run in conjunction with the OSAT team. This adds to the continued high achievement within NVQ Level 4 and CIOB Site Management, and highlights the depth of provision available to employers.

2.4.3 Mechanical and Electrical Short Courses

In the period 2008/09 over 200 companies (1000 candidates) were supported in short course training and assessments.

The Mechanical & Electrical Skills Academy located in South Leeds offers a substantial and unrivalled range of training and assessment provision in an extremely well resourced and equipped training facility.

Supporting the Accredited Certification Scheme (ACS), the College offers a wide range of ACS programmes, supporting local and national companies in meeting industry requirements. ACS / Mechanical short courses include domestic and industrial gas, oil, unvented hot water, water regulations, energy efficiency and



the delivery of renewable energy courses. New courses in 2008/09 included Solar Hot Water Heating, Ground Source Heat Pumps and Renewable Energy Awareness. The Centre recently became accredited to offer the new Refrigerant Recovery and Safe Handling of Refrigerant course.

At Lockwood Way the electrical section provides short courses for the electrical installation sector of the industry. Courses include the 17th Edition of the Wiring Regulations, Part P, PAT Testing and Inspection & Testing of electrical installations.

Also at Lockwood Way is the new AM2 testing facility which is now well established and offers a valued service to apprentices undertaking the Electrotechnical NVQ Level 3 Qualifications.

2.4.4 Construction Crafts – Full Cost Recovery Courses 2007/08

2008/09 saw the start of a new phase in our partnership to deliver construction training with Leeds City Council (LCC). The new initiative is supported by a three year contract, which commenced in January 2009. This builds on the excellent work we have already undertaken with LCC Jobs and Skills.

The training is currently delivered at two sites in the City, the Clarence Road site and at the purpose built RISE Centre, on the site of East Leeds Family Learning Centre, which is part of the EASEL development. The RISE Centre is also supported by the Leeds Local Enterprise Growth Initiative (LEGI).

The LCC and LEGI funding provides a curriculum comprising of a variety of one day taster courses, designed to support learners returning to study, programmes which enable skills using EDI qualifications and also the Level 1 Construction Diplomas. A number of learners have already progressed through this route to full-time courses in

brickwork, carpentry and joinery and plastering Level 2 Construction Diplomas.

2.4.5 OSAT (On-Site Assessment and Training)

OSAT continues to be a very popular method with employers, both large and small and also sole traders in respect to qualifying and training their workforce. The 2008/2009 academic year has proved to be the most successful year yet for the OSAT team, with 1590 learners enrolling on the programme.

OSAT continues to deliver the 'traditional' construction related courses such as Wood Occupations, Trowel Trades, and Interior Systems etc. We have also offered a number of new courses in response to employer demand notably Structural Timber Framing, Steel Fixing, Slinging and Signalling.

Employers are still showing significant interest in the NVQ level 5 even though funding has been removed and the provision is being offered as Full Cost Recovery. OSAT has also enjoyed a significant increase in Retention, Achievement and Success of learners

enrolling onto the Skills for Life Qualifications.

2.4.6 Case Study

Company Name: **Southdale Homes**

Location: **Halifax & Darlington**

Type of Business: **General Housing**

Southdale Homes have been building quality homes throughout the north of England for nearly twenty years and are the region's largest social housing developer. They have considerable experience and expertise in the development of mixed tenure communities and providing low cost housing for rent and sale for development partners. Their knowledge of area regeneration has helped to create revitalised and sustainable communities in otherwise blighted areas.

They are committed to training at all levels across the business, and have been working in conjunction with Leeds College of Building to develop curriculum opportunities. They actively promote a strategic programme of future succession planning as they believe it is fundamental to their success.

Southdale's Commercial Director has made an excellent contribution to the West Yorkshire Lifelong Learning Network (WYLLN) as a Sector Champion and they recently won the Employer Award at the West Yorkshire Work-Based Learning Awards 2009.

Southdale are also very active in encouraging women into the industry. They have just become the lead employer for the Yorkshire & Humber project; Women Building Links. This project is funded by Construction Skills - Phase 3 of the Women and Work Sector Pathways Initiative, Raising Skills and Unlocking Potential.

Finally, their environmental and sustainable credentials for the future are clearly emphasised through the completion of a BREEAM Excellent Building, a first in the UK and their work towards the Code for Sustainable Homes initiative.



3 VALUE CREATING ACTIVITIES



3.1 QUALITY AND SERVICE STANDARDS

3.1.1 Training Quality Standard

In May 2009 the College again made a successful re-application for accreditation against Part A of the Training Quality Standard (TQS). Part A of the TQS identifies those organisations that are able to deliver employer training to high standards of quality and impact. The College is 1 of 5 accredited providers holding a Part B in Construction, and 1 of only two providers offering Building Services Engineering within the Yorkshire and Humber region. Nationally we are 1 of only 4 providers who have the TQS accreditation for both the Construction and Building Services Engineering provision.

3.1.2 Investors in People

This year the College was successful in being re-accredited with the Investors in People standard which it first achieved in 1994. The assessor visited the College on the 23rd and 24th of February 2009 where 58 people were interviewed over the two days.

The assessor was very complimentary about the staff and their parts in the process. The assessor had absolutely no hesitation in recommending that Leeds College of Building “continues to meet the Investors in People standard”. The assessor additionally reported that the College had a good cultural feel to it and that appropriate practices were in place to support the achievement of the standard.

3.1.3 Investors in Diversity

The College was successful in its application against the Investors in Diversity (IiD) Standard and was confirmed as being compliant in June 2009. The achievement of this Quality Standard demonstrates that the College is responsive to the needs of staff, learners and stakeholders.

3.1.4 CoLaS Awards

At the Celebration of Learning and Skills (CoLaS) Awards in June 2009 the College won the - Provider Award for embedding Equality and Diversity in the Curriculum.

3.1.5 Matrix

In December 2008 the Student Services area of the College re-Accreditation in its Accreditation Review against the Matrix standard. The report commented that the Student Services area continues to demonstrate that it meets the Matrix quality standard for information advice and guidance services, it was granted approval to continue to use and display the Matrix mark for the external services it provides.

3.2 INTERNATIONAL LINKS

It has been a busy and successful year internationally with visits from Russia, Holland, Germany and Nevis St Kitts who we are working closely with on both existing and future collaborative partnerships.

The students this year have enjoyed the benefits of working closely with partner Colleges, learning about their educational system and learning environments whilst sharing both social and cultural differences and experience.

On a recent visit to Kaliningrad, Russia, Nikita McNally and Lauren Horne from the Advanced Diploma (C&BE) represented the College. The visit was part of a funding bid under the Prime Ministers Initiative PMI2 programme. The girls took part in craft and classroom based activities during their stay at the Construction School.

Kyle Holtzhausen, Kyle Oxley and Jatinder Jheeta from the BTEC National Diploma Year 2 have just returned from Arnhem after a two week placement at the 'Openluchtmuseum' and working at Rijn IJssel College in their 'technical sector' from the 10th – 21st May 2009. This is part of an existing partnership that Leeds College of Building have with the College in Arnhem.

In collaboration with Regeneration specialist Frank Haslam Milan (FHM), students from Arnhem, Holland and Essen, Germany have completed work placements with FHM on sites in Sheffield and Leeds, supplemented by course work at the College.

3.3 E-LEARNING AND IT – TEACHING AND LEARNING DEVELOPMENTS

The College's virtual learning environment 'Blackboard' continues to expand its content of teaching and learning resources including developing websites, video and interactive learning objects.

Most learners now have access to generic resources over and above the requirements of their course to supplement their learning and provision for learning to be followed up outside of the classroom.

New construction craft web-based resources have been purchased to support teaching and learning across the built environment, painting and decorating, plumbing, brickwork, plastering and carpentry and joinery courses.

This year the College has been involved with MoLeNET; a mobile learning project to support mobile e-learning in

colleges and the workplace. Wireless access has been installed across a number of locations. We have also installed mobile learning devices to enable learners to gain access in their workplace to help support their studies, complete assessed work away from College and collect evidence for workplace assessment.





3.4 TEAM EDUCATION

In September 08 Team Education launched delivery of Levels 1 and 2 of the Diploma in Construction and the Built Environment (CBE). The Diploma team is now working together with school staff and employers, through the Chamber of Commerce, to ensure that delivery and development is consistent with other 14 -16+ qualifications.

The work undertaken by Team Ed in linking with the Chamber of Commerce, to co-ordinate work experience and employer engagement, is unique nationally and has been a key factor in the early success of the Diploma launch in Leeds.

The department has been delivering the combined Young Apprentice Programme /Diploma to 15 students from John Smeaton High School. This programme is a government led pilot initiative combining criteria for the new Diploma and the Young Apprentice Programme. The College is working with Construction Skills and Edexcel to design and deliver key aspects of the Diploma in a practical

way, to prepare Apprentices for a professional route into a career in Construction and the Built Environment. Cohort 3 of the Young Apprentices programme has progressed and 6 are now on apprenticeships with Kier (Building Maintenance). The remainder are on College full time courses.

Our presence at Selby College is continuing with staff working alongside Selby's own team to develop and deliver their vocational curriculum. Work with David Young Community Academy is going very well with both organisations sharing development of Diploma units. Cohort 4 of the Young Apprentices programme completed in the summer of 2009 and two were selected to start employment with Kier (Building Maintenance).



4 REGIONAL AND NATIONAL AWARDS

The past academic year has been a very successful year for student awards.

4.1 NATIONAL AWARDS

| Name | Award | Type | Date of Award | Location of Ceremony |
|-----------------|--|----------|---------------|-----------------------------|
| Liam Gardner | Carpenters Craft Competition Under 20's | National | Oct-08 | Carpenters Hall, London |
| Tirbhavan Choda | Carpenters Craft Competition Over 20's | National | Oct-08 | Carpenters Hall, London |
| Lewis Minnock | SkillBuild Gold winner - Plastering | National | Oct-08 | Leeds College of Building |
| Heather Adgie | SkillBuild Silver winner – Painting & Decorating | National | Oct-08 | Leeds College of Building |
| Joshua Barker | SkillBuild Silver winner – Roof Slating and Tiling | National | Oct-08 | Leeds College of Building |
| John Garland | SkillBuild Silver Winner – Cabinet Making | National | Oct-08 | Leeds College of Building |
| Keir Grimshaw | C & G Medal of Excellence | National | May-09 | The Royal Lancaster, London |
| Luke Davies | PDA Apprentice of the Year 2009 | National | Jun-09 | Painters' Hall, London |
| Gary Wilson | CIOB Site Management Awards | National | Jun-09 | CIOB, Ascot |

4.2 REGIONAL AWARDS

| Name | Award | Type | Date of Award | Location of Ceremony |
|-------------------|---|----------|---------------|---------------------------|
| Tirbhavan Choda | Regional Apprentice of the Year | Regional | Sep-08 | Monk Fryston Hall Hotel |
| Francesco Sharp | Dulux Regional Finalist | Regional | May-09 | Doncaster College |
| Jamie Banks | Leeds Further Forward 'Celia Award' | Regional | May-09 | Leeds Town Hall |
| Lewis Minnock | West Yorkshire Work Based Learner Awards – CBE Sector | Regional | Jun-09 | Leeds Civic Hall |
| John Clark | SkillPIPE Northern Regional Heat | Regional | Jun-09 | Leeds College of Building |
| Andrew Gunson | SkillPLUMB Northern Regional Heat | Regional | Jun-09 | Leeds College of Building |
| Nick Lester | SkillPIPE Northern Regional Heat | Regional | Jun-09 | Leeds College of Building |
| Paul Tuton | SkillPLUMB Northern Regional Heat | Regional | Jun-09 | Leeds College of Building |
| Heather Adgie | SkillBuild winner – Painting & Decorating | Regional | Jul-09 | Leeds College of Building |
| Adam Johnson | SkillBuild winner – Wall & Floor Tiling | Regional | Jul-09 | Leeds College of Building |
| Stephen Jefferson | SkillBuild winner – Carpentry & Joinery | Regional | Jul-09 | Leeds College of Building |
| Andrew Clegg | SkillBuild winner – Cabinet Making | Regional | Jul-09 | Leeds College of Building |



4.3 ADDITIONAL ACHIEVEMENTS

In addition to the student achievements we have also had a successful year for staff awards.

Joe Clancy and Steve Leaverland have been credited with the Master Carpenter's Award. The College hosted the award ceremony on 7th May 2009, it is the highest form of accreditation available to the professions of those working with wood and is awarded to skilled and experienced craftsmen recognising their hard work and dedication to the profession.

John Clancy a tutor from the Team Education Department also received the Leeds Further Forward Tutor of the Year Award. This award is for someone who has demonstrated exceptional commitment to learners in providing them with the highest quality vocational experience at College over the past academic year.

Finally, Peter Hogg a lecturer in the Faculty of Higher Education & Construction Management was awarded

Tutor of the Year at the annual West Yorkshire Work Based Learning Awards, held at the Leeds Civic Hall.



Gary Wilson pictured with Anna Davey,
CIOB Site Management Awards



Jamie Banks,
Leeds Further Forward Celie Award



Master Carpenter's Award



Lewis Minnock,
SkillBuild Gold Winner

5 FINANCIAL PERFORMANCE

5.1 INCOME AND EXPENDITURE REPORT

For the year ended 31 July 2009

| Income | 2009 £000's | 2008 £000's |
|--|------------------------|------------------------|
| LSC Grants | 12,845 | 12,655 |
| Tuition Fees & Education Contracts | 4,572 | 3,517 |
| Other Operating Income | 919 | 684 |
| Investment Income | 121 | 266 |
| | 18,457 | 17,122 |
| Expenditure | 2009 £000's | 2008 £000's |
| Staff Costs | 12,106 | 10,372 |
| Exceptional Restructuring Costs | (15) | 17 |
| Other Operating Expenses | 5,230 | 5,200 |
| Depreciation | 609 | 494 |
| Interest Payable | 136 | 51 |
| | 18,066 | 16,134 |
| Surplus / (Deficit) on Continuing Operations | 391 | 988 |
| Transfer from Revaluation Reserve | 151 | 151 |
| Historical Cost Surplus / (Deficit) | 542 | 1,139 |

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