
learning in partnership

model learning agreement

Partners

Union Representatives at Workplace A

Employer

Aims

- To build a partnership in Workplace A.
- To encourage the staff within the Workplace A to participate in Life Long Learning
- To provide access to Life Long Learning
- To establish a learning centre within the Workplace
- To build upon the Government's current learning initiatives
- To work with organisations such as unionlearn to ensure the partnership is a success

Who the agreement covers

This agreement covers all full and part time employees of Workplace A.

The employer will undertake to ensure that this agreement will not be used as an alternative to collective bargaining with the Unions and agrees to maintain and use existing negotiating procedures and arrangements other than those specified in this agreement.

The partners agree that all individual grievances arising from any educational or learning initiative shall be subject to the existing grievance procedures.

The Establishment of a Joint Union/Employer Learning Partnership Committee (LPC)

The Partners agree to establish a joint Union/ Employer learning partnership committee, which will be responsible for introducing, implementing and monitoring learning initiatives.

The main responsibilities of the committee will include,

- Identifying the learning needs of both the staff and the Employer
- Prioritising learning needs
- Identification of those groups and individuals who are to benefit from the various learning initiatives
- Producing a realistic Learning Plan (LP), setting goals and targets for the learning provision within the Workplace, which will include establishing a learning centre
- Establishing the standards for the learning to satisfy
- Determination and monitoring of the provisions available
- Maintenance of any contracts with outside education and training providers
- Ensuring that the Learning Plan is effectively implemented so that the LPC meets their goals and targets for learning provisions

The partners agree that any learning needs analysis is undertaken with the full co-operation of all partners, and that any such analysis will be solely for learning and educational purposes. The analysis will not be used in relation to other issues such as pay, performance appraisal, redundancy, disciplinary, procedures etc.

The partners commit to regularly updating the learning needs analysis of participants in any learning programme.

The LPC will comprise of equal numbers of Employer and Union representatives and the employer will place at least one senior member of its management team on the joint LPC, so that the committee is then able to take effective decisions.

The partners agree to ensure that all sectors of the workplace are represented equally on the joint LPC, and that members of the LPC are provided with all relevant information concerning the learning provision and their duties/responsibilities as members of the committee.

The partners will have the responsibility of disseminating all information on matters relating to learning in the workplace and will ensure that all employees and

managers are made aware of the learning opportunities available and the work of the LPC.

The LPC will meet once a month (or as agreed by a meeting) to carry out the tasks as identified by this partnership agreement.

A Chairperson and Secretary will be appointed at the first meeting of the joint LPC, and once a year thereafter, to facilitate the future meetings of the committee.

Equal opportunities, Equal access

The partners recognise the importance of equal opportunities and equal access to enhance skill levels in order to meet both the business objectives of the employer as well as the individual learning and development needs of the employees.

The partners will ensure that training and development will be provided to all employees.

The LPC will:

- Make every effort to ensure that when any learning takes place the specific needs of specific individual employees are taken into account.
- Ensure that Workplace Union Learning Reps are given the opportunity to take suitable training enabling them to offer support, advice and guidance to their members and work with employer to introduce a learning culture into the workplace
- Assist the individual employees/learning reps to make informed choices in regards to learning programmes giving those concerned the ability to secure the maximum benefits possible from the opportunities available.

Although participation by employees will be on a voluntary basis, the Unions agree to actively encourage their members to fully participate in all learning initiatives and opportunities.