ITEM 22

ADULT LEARNING PLAN 2003-04

Report of the Director of Education

SUMMARY OF REPORT

1.1   The Adult Learning Plan (ALP) is the Plan against which the Adult Learning Service receives Adult Community Learning Funding (ACL) from the Learning and Skills Council (LSC). The funding was previously known as the Block Grant and supports non-qualification activity within the Adult Learning Service (ALS).

1.2   The Plan covers priorities and activities for the Service in the coming year, and is linked to wider Council strategies and to a range of partners (Appendix 1).

OPTION CONSIDERED

2.   In order to secure its core funding for the year the Adult Learning Service is required to submit this plan to the Learning and Skills Council for approval by the Secretary of State.

RECOMMENDATION

3.   To endorse the draft ALP for submission to the LSC and approval by the Council as part of the policy framework, subject to final details being added by the Director of Education, in consultation with the Cabinet Member for Lifelong Learning.

REASON FOR RECOMMENDATION

4.   The ALP must be submitted to the LSC by the deadline of 31 March 2003. The LSC accepts that in some local authorities approval by the Council may need to be confirmed after the submission date.

MATTER FOR CONSIDERATION

5.1   The ALP secures for the City Council Adult Community Learning (ACL) funding for the 2003-04 year.

5.2   The plan identifies the ALS priorities for development during the year.

5.3   The most important areas of the plan, covering priorities and activities to deliver them, are attached as Appendix 1. This draft is subject to further work on the detail. The plan can be accessed electronically at http://172.16.1.41/locdem/meetings/meetingadmin/Mdisplay.asp?refnum=368

5.4   The ALP is clearly linked to the Council's strategy for neighbourhood renewal and the priorities contained in the Corporate Plan and the Education Service Strategic Plan. It must also be linked to the LSC's Local Strategic Plan.

5.5   The ALP is required to show the organisations with which the Adult Learning Service works in partnership.

5.6   The LSC requires the Adult Learning Service to consult with partners and stakeholders on the Adult Learning Plan. Informal discussions with partners and stakeholders are taking place. A series of meetings have been arranged with the LSC and a formal consultation event will take place on 21 March 2003.

FINANCIAL IMPLICATIONS

6.1   The ALP will secure ACL funding during the 2003-04 financial year. This is the Adult Learning Service's major source of funding. The indicative allocation for the 2003-04 academic year is £1,588,144 subject to acceptance of this plan.

6.2   The following funding will also be secured subject to acceptance of this plan:

- Minor works   £53,635
- Compliance to Special Education Needs (SEND) and Disability and Disability Discrimination (DDA) Acts   £124,802
  Management Information System (MIS) Infrastructure   £40,000

LEGAL IMPLICATIONS

7.   The ALP is a statutory plan under the Learning and Skills Act and is subject to approval by the Secretary of State.

PERSONNEL IMPLICATIONS

8.   The work of the Adult Learning Service is guided by the priorities set out in the Plan.

ENVIRONMENTAL IMPLICATIONS

9.   None directly arising from this report.

EQUALITIES IMPLICATIONS

10.   High quality adult learning opportunities make a significant contribution to raising the achievement and prospects of young people and adults. Work under this plan is vital in addressing the Council's priority and the Education Service's Vision Statement of 'Success through Learning'.

DRAFT ADULT LEARNING PLAN – PRIORITIES FOR ACTION 2003-04

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
1. Reduce curriculum to 7 areas: Business and Professional **(5)** ICT **(6)** Hospitality, Sport and Leisure **(8)** Health, Social Care and Public Services **(10)** Visual and Performing Arts **(11)** English, Languages and Communications **(13)** Foundation – including Basic Skills, ESOL, provision for learners with learning difficulties or learning disability **(14)**	• Improve quality of learning	5.4 12.4	Learner Numbers • Literacy and Numeracy statistics for City Wards • Health Statistics • Evidence from SAR	September 03 – March 04	• Learner Numbers • SAR – OTL • Restructuring of Adult Learning Service

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
2. Develop provision of learning on the Village Site in partnership with Neighbourhood Renewal Project Team, Sure Start and Pupil Referral Unit, including the refurbishment of the Art Block to provide 'The Learning Store' • Recruit 200 new learners	• Improving Life Chances for Disadvantaged Communities • Safer and Healthier Communities • A Fairer Society	10.2 10.4 10.5 10.1.4 10.1.1 7 5.3 12.2 12.6 12.7.1 12.7.2	• LSC Survey of Derby SW Community • Focus groups of learners and potential learners • Work of Neighbourhood Renewal Project Link Workers • Literacy and Numeracy Strategy • Health statistics	May/September 03 and onwards By July 04	• Learner Numbers • Learner Surveys • Learner Focus Groups
3. Build on the use of Mobile Learning Units as engagement activity • Recruit 100 new learners via use of MLU's	• Improving life chances for disadvantaged communities	5.3 7 10.1.1 10.1.4 10.2 10.4 12.2 12.6 12.7.1 12.7.2	• BBC Survey • LSC Surveys of Derwent and Derby SW communities • Literacy and Numeracy statistics	April 03 – March 04 • By July 04	• User numbers • User Surveys • Progression Numbers
4. Develop Leisure Class provision at free standing and school based centres to include long course, short course, and taster provision	• Championing Lifelong Learning	5.3 10.1.1 10.1.4 10.4 12.2 12.7.2	• Learner Surveys • Household Survey • Pointer Panel • Focus Groups • SAR evidence	April 03 – March 04 • By July 04	• Learner Numbers • Learner Surveys • Progression to other accredited and non-

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
• Recruit 100 new learners		13.5			accredited provision
5. Develop and promote engagement activities within local communities in partnership with • CVS • Sure Start • Probation Service • New Deal in the Community • Youth Service • Sport and Leisure • Early Years and Childcare • Family Learning • Neighbourhood Renewal Project • WEA • Community Groups • Schools	• Improving Life Chances for Disadvantaged Communities • Safer and Healthier Communities • Championing Lifelong Learning • Working in Partnership	7 10.1.1 10.1.4 10.2 10.4 10.5 12.6 12.7.1 12.7.2	LSC Local Surveys • Derwent • Derby South West • New Deal in the Community Theme Groups • Learner Focus Groups • Parent Surveys • Literacy and Numeracy statistics • Health statistics	April 03 – March 04	• Learner Numbers • Learner Progression
6. Improve learner retention in non-accredited learning from 77% to 80%	• Championing Lifelong Learning • Success through Learning	5.3 5.4 12.4 12.7.2	• Performance Indicators • Performance Reviews • SAR	September 03 – July 04	• Performance Indicators • Improved Retention • Performance Review • SAR

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
7. Improve learner achievement in non-accredited learning	• Championing Lifelong Learning • Success through Learning	5.3 5.4 12.4 12.7.2	• Performance Indicators • Performance Review • SAR	September 03 – July 04	• Monitoring of in-house accreditation for learners achieving learning goal
8. Improve quality of non-Accredited Learning	• Success through Learning • Improving Quality of Learning	5.3 5.4 12.4 12.7	Current • SAR • OTL records • Course Files • Retention and Achievement Levels	April 03 – March 04	• Learner Surveys • Focus Groups • SAR (future) • OTL (future) • Course files (future) • Retention (future)
9. Increase number of minority ethnic learners accessing ACL provision from % to %	• Improving Life Chances for Disadvantaged Communities • Success through Learning • Championing Lifelong Learning • Promoting Equality of Opportunity and Celebrating Diversity • A fairer society	5.3 10.1.2 10.2 12.7.2 13.4	• Performance Indicators • Focus Groups • Neighbourhood Link Worker contact and analysis • SAR	September 03 – July 04	• Performance Indicators • Focus Groups

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
10. Work in partnership with • Noel Baker • Sinfin • Bemrose • Littleover • Derby Moor Community schools to implement extended school model	• Success through Learning • Championing Lifelong Learning • Promoting Equality of Opportunity and Celebrating Diversity • A Fairer Society • Improving Life Chances for Disadvantaged Communities	5.3 7 10.1.1 10.1.4 10.2 10.4 10.5 12.2 12.7.2 13.4	• Dialogue with LEA • Dialogue with schools • Dialogue with LSC	April 03 onwards	• New Learners • New Courses • Progression Numbers
11. Review fee structure • Increase full fee from £2.35 an hour to £2.40 an hour • Offer free provision in targeted centres in areas of disadvantage including: CACTI (Derwent) First Steps (Osmaston/Allenton) The Learning Store (Normanton) • Offer free provision in all Mobile Learning Unit activities operating in areas of disadvantage	• Success through Learning • Championing Lifelong Learning • Promoting Equality of Opportunity and Celebrating Diversity • A Fairer Society • Improving Life Chances for Disadvantaged Communities	5.3 7 10.1.1 10.1.4 10.2 10.4 10.5 12.2 12.7.2 13.4	• LSC Consultation in Derby East • LSC Consultation in Derby South West • Neighbourhood Link Worker contact and analysis • Best Value Focus Group	August 2003 to July 2004	• New Learner Numbers in targeted centres • Progression numbers from targeted centres

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
12. Creation of Access/Additional Support Fund for learners on non-qualification provision, by identification of £10,000 from within Core Budget	• Success through Learning • Championing Lifelong Learning • Promoting Equality of opportunity and celebrating diversity	5.3 7 10.1.1 10.1.4 10.2 10.4 10.5 12.2 12.7.2 13.4	• LSC Consultation in Derby East • LSC Consultation in Derby South West • Best Value Focus Group	August 2003 to July 2004	• Increase in retention • Increase in achievement
13. Improve facilities, environment and disability access at all free standing centres, in line with SEND/DDA requirements	• Success through Learning • Championing Lifelong Learning	5.3 7 10.1.1 10.1.4 10.2 10.4 10.5 12.2 12.7.2 13.4	• Best Value Focus Group • Learner Surveys • SEND/DDA criteria	August 2003 to March 2004	• Learner satisfaction • To SEND/DDA requirements
14. Develop Management Information System to assist in the recording of learner activity in non-qualification courses	• Championing Lifelong Learning • Success through Learning • Promoting Equality of Opportunity and Celebrating Diversity		NIACE Audit	April 2003 to March 2004	• Annual ICT Audit

ACTIVITY	CORPORATE OBJECTIVE/EDUCATION SERVICE OBJECTIVE	LSC OBJECTIVE	NEEDS ANALYSIS	TIME SCALE	INDICATORS
15. Working in partnership with University of Derby to provide progression routes from non-accredited learning into learning accredited at NVQ 3 and above	• More Achievement More Achievers • Championing Lifelong Learning	5.3 5.5 7 10.1	• LSC Strategic Plan	June 2003 to July 2004	• No of learners accessing progression opportunities
16. Develop Family Learning Programmes to offer wider opportunities to children, their families and carers • Ensure quality of Family Learning Programmes to meet Common Inspection Framework Criteria	• Success through Learning • Championing Lifelong Learning • Improving Life Chances for disadvantaged communities • Improve quality of learning	5.3 5.5 7 10.1	• Dialogue with schools • Dialogue with LEA • LSC Strategic Plan	Aug 2003 to July 2004	• No of new courses • No of families accessing courses
17. Develop series of taster provision at St Helen's House to provide progression opportunities to the courses provided by the University of Derby • Recruit 50 new learners	• Championing Lifelong Learning	5.3 5.5 12.2 12.7	• SAR • Best Value Focus Group	June 03 to July 04	• Learner numbers • Learner achievements