



Implementation Plan 3: Enabling everyone to achieve functional skills for life

Key medium-longer term outcome themes:

1. Engaging & involving learners
2. Cohesive planning & delivery
3. Improving quality of provision
4. Improving quantity & range of provision

1: Engaging & involving learners

Priority Objective	Action required:	Lead(s)	Support	Timescale	Measure (SMART)
Make available need / demand rate data in target base	<p>Set criteria outcomes & analyse available need / demand information for each target area</p> <p>Identify information shortfall areas & survey target groups</p> <p>Analyse information & provide initial ratio data</p>	<p>Rotherham Adult Learning Partnership Moser sub-group</p> <p>Learning Net</p>	Lifelong Learning Partnership	<p>2004 / 2005</p> <p>2005 onwards</p>	<p>Detailed information on need / demand in each neighbourhood is available in sufficient quantity to enable the construction of effective development plans.</p> <p>Demand / need ratio is reviewed annually as a part of development plan review.</p>
Decrease need / demand ratio resulting in increased learner engagement with provision from residents of target areas	<p>Devise & agree a strategy with all partners that is designed to increase demand for provision from the target areas</p> <p>Design & agree implementation plans for strategy</p> <p>Implement agreed plans</p>	Rotherham Adult Learning Partnership	Neighbourhood networks / Voluntary Action Rotherham	<p>2004 / 05</p> <p>2005 onwards</p>	Proportion of target populations engaged with BS provision is equal with BS provision is equal to or better than the Borough average
Increase contribution to planning of provision in each target area	<p>Audit existing learner / potential learner networks in target neighbourhoods</p> <p>Develop strategies to consult with & include learners in provision planning</p>	Learning Net / learning network	Rotherham Adult Learning Partnership	<p>2004 / 05</p> <p>2005 onwards</p>	Learner consultation informs & contributes to all development & action plans post 2005

2: Cohesive planning & delivery					
Priority Objective	Action required:	Lead(s)	Support	Timescale	Measure (SMART)
Set up strategic & operational Skills for Life groups representing all sectors of provision in target areas	Review structure of strategic & operational groups	Moser / Rotherham Adult Learning Partnership	Lifelong Learning Partnership	April 2004	Recommendations made to LLP Board
Establish robust & effective methods & systems to monitor, evaluate & review development & action plans in target areas	Select / develop appropriate systems & methods Construct annual schedule of monitoring & review events.	Lifelong Learning Partnership	RALP / Moser	2004 / 05	Information from Monitoring & Review process is relevant & timely & supports development of updated plans
Plan & deliver provision collaboratively in target areas	1. Establish contact with existing neighbourhood & learning networks 2. Convene focus group drawn from Family Learning Network to contribute to development & action plan 3. Establish contact & raise awareness of NRS & potential contribution with Connexions network. 4. Establish contact & raise awareness of NRS & potential partners' contribution with existing work place provider 5. Produce & implement plan to develop / extend learning networks in targeted neighbourhoods	Family L Team RMBC Basic skills Co-ordinator / 14-19 Co-ordinator Basic Skills Co-ordinator Learning Network steering group	Community Development & involvement Partnership / VAR / Learning net Lifelong Learning Partnership Lifelong Learning Partnership YTP / Rotherham Adult Learning Partnership / Lifelong Learning Partnership	June 2004 July 2004 July 2004 July 2004 2005 onwards	Local Neighbourhood network 7 learning partnerships undertake joint planning & delivery of learning related activity in the target areas.
Up to date position statements are available for targeted neighbourhoods	1. Raise awareness of learning community principles with neighbourhood leaders, learners & providers. 2. Collect & analyse available data to inform position statements 3. Report & make recommendations for development 4. Review position statements annually as part of development / action plan review	Rotherham Adult Learning Partnership / Moser / Learning net / Networks Rotherham Adult Learning Partnership / Moser Rotherham Adult Learning Partnership / Moser Rotherham Adult Learning Partnership / Moser		1. July 2004 2. August 2004 3. 2004 / 05 4. 2005 - 2010	1. Awareness raising event held 2. Data collected & analysed 3. Initial position statements produced & recommendations made for future action 4. Position statements reviewed annually
Develop, review & update action plans on an annual basis	1. Agree criteria for reviews 2. Annual cycle of reviews planned 3. Conduct annual review of development & action plans	Rotherham Adult Learning Partnership / Moser	Lifelong Learning Partnership	1. 2004/05 2. 2004/05 3. 2005-2010	Criteria for reviews Constructed & agreed Reviews scheduled Reviews undertaken & future developments recommended
Embed NRS objectives outcomes in organisational action plans	1. Recommend examination of current planned activity in relevant organisational action plans with a view to alignment with NRS targets for Basic skills 2. Secure agreement from partners to align annual action plans with NRS targets	Lifelong Learning Partnership Lifelong Learning Partnership / Local Strategic Partnership	Rotherham Audit Learning Partnership / Moser	1 2004 / 05 2. 2004/05 3. 2005 onwards	1. Recommendations made 2. Agreement secured 3. Organisational plans reflect NRS objectives



3: Improving quality of provision

Priority Objective	Action required:	Lead(s)	Support	Timescale	Measure (SMART)
Ensure providers / organisations delivering to each of the target areas are working to recognised quality standards	1. Conduct quality development needs audit with community providers delivering to targeted neighbourhoods	Rotherham Adult Learning Partnership / Learning net		2004	Quality development needs of community provider organisations are identified.
	2. Report to make recommendations on quality development required to meet needs			2004 / 05	Plans to meet the needs are devised & implemented.
	3. Action development as required			2005-2010	
Ensure practitioners serving learners in each of the target areas are working to recognised quality standards	1. Conduct teaching /learning training needs audit of community based practitioners.	Rotherham Adult Learning Partnership/ Moser	Skills for Life Strategy Group	2004	Practitioner training needs are identified Recommendations made training plan devised
	2. Develop training plan to meet identified needs of practitioners			2004/05	Training plan implemented & impact evaluated.
	3. Implement training plan		Lifelong Learning Partnership	2005/2010	
	4. Construct quality training & development plans for 1/3/6/ years				

4: Improving quantity and range of provision

Priority Objective	Action required:	Lead(s)	Support	Timescale	Measure (SMART)
Make available position statement on quantity & range of provision available in target areas.	1. Agree position statement criteria 2. Audit quantity & range of position available within target neighbourhoods against agreed criteria 3. Analyse data & report on findings.	Rotherham Adult Learning Partnership	Lifelong Learning Partnership	2004 / 05	Position statement produced & used to develop specific action plans for the development of provision
Ensure overall structure, range & availability of provision reflects identified need / demand ratio in target areas,	1. Draw up & implement plans or the development of provision as required to meet any identified shortfall in quantity and / or range of provision 2. Review plans annually	Lifelong Learning Partnership / Rotherham Adult Learning Partnership		2004 / 05 onwards	Partnership plans to develop provision that meets identified needs are agreed.
				2006-2010	Plans are reviewed & reported on annually.
Ensure that young people in target areas are benefiting from developments for 14 to 19 year olds.	Monitor added value outcomes in target areas	Rotherham MBC, ECALS	Delivery partners	2004-05	Number of young people in target areas accessing vocational skills through the curriculum.