



Leading learning and skills

# Learning and Skills Northumberland

## CO-FINANCING PLAN 2004-2008

### ADDENDUM

November 2005



EUROPEAN UNION  
European Social Fund

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## 1. Update to LSC Northumberland Co-Financing Plan – November 2005.

This updated Co Financing Plan has been written to reflect recent changes announced to ESF Objective 3 funding, with an extension of the current programme to 2008. Northumberland LSC Learning and Skills Council has secured additional ESF Co-Financing Resources. The Plan is broken down measure-by-measure identifying actions to be supported, amount of resources likely to be made available, target groups, and additional beneficiaries to be supported. There is also information relating to links to the Regional Skills Partnership, Sustainable Development and the Equal Opportunities Gateway.

The update to the Plan covers the following ESF Objective 3 Policy Fields, Measures, activities and ESF resources. These activities have been agreed following discussion with the other Learning and Skills Councils in the region, Northumberland Strategic Partnership and Job Centre Plus.

In addition this update also covers changes to the administration and management of the programme.

Potential sources of match funding have been identified against each measure, however, these are indicative and the details are subject to possible amendment to reflect ongoing changes in provision and to meet developing business priorities.

<b>POLICY FIELD AND MEASURE</b>	<b>RDP Strategic aim, purpose and target groups</b>	<b>Activities Northumberland LSC would seek to support with Co-financing</b>	<b>ESF AMOUNT</b>	<b>MATCH AMOUNT</b>	<b>LSC performance indicators (including match)</b>
<b>2.1</b>	<p><b>Objective</b> To prepare people to compete or to participate in vocational skills development by promoting and providing for development of personal and basic skills</p> <p>and target beneficiaries This measure is intended to</p>	<ul style="list-style-type: none"> <li>Reinforcing support structures and developing new and innovative approaches to delivery</li> <li>Long-term personal development support,</li> <li>Support for vocational guidance and, raising awareness of types of</li> </ul>	68,320	83,502	<p><b>Outputs</b> 200 Beneficiaries 70 Women beneficiaries 80 Beneficiaries working towards a qualification 1 capacity building project 3 trainers trained</p> <p><b>Results</b> 130 Beneficiaries completing their</p>

	<p>address the needs of people experiencing or at risk of economic and social exclusion as a result of personal attributes inconsistent with employability and/or weakness in basic numeracy and literacy. It also takes account of the eligibility of ESF support for reinforcing the statutory secondary education system where this will lead to improved employability of school leavers.</p> <p>Target beneficiaries of this measure are people experiencing or at risk of economic and social exclusion as a result of personal attributes inconsistent with employability and/or weakness in basic numeracy and literacy. It also takes account NB 13-17 YEAR OLDS CAN ONLY BE SUPPORTED UNDER MEASURE 2.2</p>	<p>job for which there is a demand.</p> <ul style="list-style-type: none"> <li>• Support for training in literacy and numeracy skills.</li> <li>• Pre-entry training in key occupational areas.</li> <li>• Support for occupational taster courses such as Work Trials.</li> <li>• Support for involving businesses in schools to encourage employability and motivation.</li> </ul> <p>Target groups</p> <ul style="list-style-type: none"> <li>• People experiencing or at risk of economic and social exclusion as a result of personal attributes inconsistent with employability and/or weakness in basic numeracy and literacy.</li> <li>• people experiencing or at risk of economic and social exclusion as a result of personal</li> </ul>			<p>courses</p> <p>140 Beneficiaries achieving positive outcomes on leaving</p> <p>20 Beneficiaries in work on leaving</p> <p>90 Beneficiaries moving into further training/education</p>
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		attributes inconsistent with employability and/or weakness in basic numeracy and literacy. It also takes account			
<b>2.2</b>	<p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>To improve the employability and remove barriers to labour market entry for those groups disadvantaged in the labour market through integrated actions for personal development and vocational training.</li> <li>To develop local and area based responses to assist individuals with multiple disadvantages in the labour market who face risk of exclusion.</li> <li>To combat discrimination in the labour market, in particular, to combat race, disability and age discrimination and improve the employability of these groups through research and support for improved recruitment and promotion</li> </ul>	<ul style="list-style-type: none"> <li>Reinforcing support structures and developing new and innovative interventions, which may include actions to improve access to development opportunities through use of IT, and delivery at community level.</li> <li>Support for vocational guidance and personal development counselling, including mentoring and counselling projects for young people.</li> <li>Support for volunteering schemes and youth managed projects to engage disaffected young people.</li> <li>Development of</li> </ul>	185,394	226,592	<p>134 Beneficiaries  17 Young people in secondary education  60 Women beneficiaries  98 Beneficiaries working towards a qualification  1 Capacity building projects  3 Trainers trained  80 Beneficiaries of vocational training education  6 beneficiaries of intermediate labour market actions  1 Research projects</p> <p><b>Results</b>  80 Beneficiaries completing their courses  80 Beneficiaries achieving positive outcomes on leaving  2 Beneficiaries moving into self-employment  56 Beneficiaries moving into further education/education  17 Beneficiaries achieving a part qualification</p>

	<p>systems.</p> <p><b>Purpose and target beneficiaries</b>  This measure is intended to address the Policy Field objectives and rationale by developing a more sophisticated understanding of the nature, extent and potential solutions to discrimination in the workforce and the needs of people experiencing or at risk of economic and social exclusion as a result of alienation and poor motivation, low skill levels, skills redundancy, and lack of recent work experience.</p> <ul style="list-style-type: none"> <li>• Prisoners and ex-offenders</li> <li>• People for whom English is a second language</li> <li>• Lone parents and partners of unemployed people and households where no one is earning</li> <li>• Those individuals and groups who are assessed as possessing the necessary basic skills and</li> </ul>	<p>employability skills, including inter-personal, communication and ICT training.</p> <ul style="list-style-type: none"> <li>• Vocational training, matched to individual and labour market needs.</li> <li>• Provision of integrated packages of those actions to meet the needs of specific groups, including lone parents, returners, disabled people, ethnic minorities, ex-offenders and other equal opportunities target groups.</li> </ul> <p><b>Target groups</b></p> <ul style="list-style-type: none"> <li>• Prisoners and ex-offenders</li> <li>• People for whom English is a second language</li> <li>• Lone parents and partners of unemployed people and households where no one is earning</li> </ul>			<p>28 beneficiaries achieving a recognised qualification</p>
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	<p>attributes to participate in the activities at the development of basic employability.</p>	<ul style="list-style-type: none"> <li>• Those individuals and groups who are assessed as possessing the necessary basic skills and attributes to participate in the activities at the development of basic employability.</li> <li>• 13-17 year olds</li> </ul>			
3.1	<p><b>Objective</b> To promote wider access and participation in life long learning (especially for those groups least likely to take part in lifelong learning and lacking basic and key skills including economically inactive people of working age).</p> <p><b><u>Purpose and Target beneficiaries</u></b></p> <ul style="list-style-type: none"> <li>• Economically inactive people of working age including lone parents and people on Sickness, Disability and Incapacity Benefits.</li> <li>• People with caring</li> </ul>	<ul style="list-style-type: none"> <li>• Reinforcing support structures. Developing new and innovative interventions and modes of delivery which include actions to improve community access and e-learning solutions</li> <li>• Promotional activities to highlight benefits of, and routes into learning. Provision of mechanisms to offer information and advice on learning opportunities.</li> <li>• Promotion of LearnDirect and other</li> </ul>	417,614	510,417	<p><b>Outputs</b> 600 Beneficiaries 275 women beneficiaries 600 Beneficiaries working towards a qualification 1 Capacity building projects 17 Trainers trained 600 Beneficiaries of vocational training/education</p> <p><b>Results</b> 350 Beneficiaries completing their courses 350 Beneficiaries achieving positive outcomes on leaving 220 Beneficiaries in work on leaving 17 Beneficiaries moving into self-employment</p>

	<p>responsibilities</p> <ul style="list-style-type: none"> <li>• People who lack basic or key skills (either in or out of employment)</li> <li>• People with low incomes, especially unskilled workers</li> <li>• Young people aged 16 and over not undergoing training or education (either full time or through employment)</li> <li>• Young people aged 16 and over who are, or may become, disaffected</li> <li>• People less likely to think about or undertake further learning, such as older people, single parents and people with dependent children</li> <li>• Disabled people</li> <li>• The recently unemployed</li> </ul>	<p>e-learning materials</p> <ul style="list-style-type: none"> <li>• Collaboration between learning providers and community initiatives to make learning more accessible and delivery more flexible.</li> <li>• Development of access courses to facilitate entry into post-16 and higher education provision.</li> <li>• Provision of leisure, basic skills courses to encourage entry to learning amongst disengaged groups, including disaffected young people.</li> <li>• Provision of Key Skills courses covering people skills, communication skills (including ICT skills) and team working skills.</li> <li>• Providing support for learning: e.g. funding for child / dependent care.</li> <li>• Improving access to</li> </ul>			<p>165 Beneficiaries moving into further training/education  110 Beneficiaries achieving a part qualification  220 Beneficiaries achieving a recognised qualification</p>
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		<p>learning through the use of ICT, Community Learning, Schools, Libraries</p> <p>Target groups</p> <ul style="list-style-type: none"> <li>• Economically inactive people of working age including lone parents and people on Sickness, Disability and Incapacity Benefits.</li> <li>• People with caring responsibilities</li> <li>• People who lack basic or key skills (either in or out of employment)</li> <li>• People with low incomes, especially unskilled workers</li> <li>• Young people aged 16 and over not undergoing training or education (either full time or through employment)</li> <li>• Young people aged 16 and over who are, or may become, disaffected</li> <li>• People less likely to</li> </ul>			
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		<p>think about or undertake further learning, such as older people, single parents and people with dependent children</p> <ul style="list-style-type: none"> <li>• Disabled people</li> <li>• The recently unemployed</li> </ul>			
<b>3.2</b>	<p><b>Objective</b> To improve employability through directing and supporting lifelong learning provision so that it is responsible to the changing needs of employers, such as in the fields of IT, management and the environment.</p> <p><b>Purpose and target beneficiaries</b> Measure 3.2 will address the weaknesses in workforce skills identified in the Priority Rationale through the delivery of vocational training and education in a Lifelong Learning context.</p> <p>Target beneficiaries are</p>	<ul style="list-style-type: none"> <li>• Reinforcing support structures and developing new and innovative approaches to delivery</li> <li>• Support for research/labour market analysis directly related to informing and improving the performance of interventions.</li> <li>• Development of courses that can be delivered by innovative and flexible methods: ICT, interactive training media, short courses, distance learning.</li> </ul>	105,644	129,120	<p><b>Outputs</b> 110 Beneficiaries 50 Women beneficiaries 100 Beneficiaries working towards a qualification 1 Capacity building projects 4 Trainers trained 1 Research/labour market analysis projects 100 Beneficiaries of vocational training/education</p> <p><b>Results</b> 90 Beneficiaries completing their courses 90 Beneficiaries achieving positive outcomes on leaving 35 Beneficiaries in work on leaving 1 Beneficiaries moving into self-employment</p>

	<ul style="list-style-type: none"> <li>Employed people</li> </ul>	<ul style="list-style-type: none"> <li>Support for projects providing career management guidance to people in employment.</li> <li>Support for accreditation of existing skills against qualification frameworks.</li> <li>Support for independently pursued vocational training.</li> <li>Encouragement for employer support for learning through the workplace, including access to company ICT and training resources.</li> </ul> <p>Target groups</p> <ul style="list-style-type: none"> <li>Employed people</li> </ul>			<p>6 Beneficiaries moving into further training/education  30 Beneficiaries achieving a part qualification  30 Beneficiaries achieving a recognised qualification</p>
<b>4.1</b>	<p><b>Objective</b>  To update and upgrade employees' vocational skills including basic and key skills (through training tailored to business needs)</p>	<ul style="list-style-type: none"> <li>Reinforcing support structures and developing new and innovative interventions</li> <li>Provision of advice to employers on</li> </ul>	192,007	234,675	<p><b>Outputs</b>  30 Companies helped  170 Beneficiaries  80 Women beneficiaries  130 Beneficiaries working towards a qualification  10 Trainers trained</p>

	<p><b>Purpose and Target Beneficiaries</b>  Measure 4.1 will address the weakness in basic, vocational and key skills and in the adaptability of the employed workforce. This will be accomplished through the delivery of training tailored to the needs of employers. It will also assist businesses, SMEs in particular, to plan and manage workforce development.</p> <p>Target beneficiaries are</p> <ul style="list-style-type: none"> <li>• People in employment in the North East, particularly employees of SMEs</li> <li>• Workers affected by industrial change or changes in production systems</li> <li>• Workers threatened with unemployment or redundancy</li> </ul>	<p>availability of qualifications and methods of delivery.</p> <ul style="list-style-type: none"> <li>• Provision of advice and guidance to employees to determine their development needs.</li> <li>• Support for the preparation of company training plans.</li> <li>• Support for Investors in People accreditation.</li> <li>• Recognition of existing skills gained through work: Accreditation of Prior Learning.</li> <li>• Delivery of ICT training in-house.</li> <li>• Support for Employee Development Programmes.</li> <li>• Delivery of basic and vocational skills in house through short courses, ICT.</li> <li>• Training for employees about to be made redundant / at risk</li> </ul>		<p>130 Beneficiaries of vocational training/education  12 Beneficiaries of self-employment help</p> <p><b>Results</b>  124 Beneficiaries completing their courses  124 Beneficiaries achieving positive outcomes on leaving  93 Beneficiaries in work on leaving  6 Beneficiaries into self-employment  5 Beneficiaries into further training/education  19 Beneficiaries achieving a part qualification  62 beneficiaries achieving a qualification</p>
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		<p>from redundancy: identification of transferable skills, job matching, career planning.</p> <p><b>Target groups</b></p> <ul style="list-style-type: none"> <li>• People in employment in the North East, particularly employees of SMEs</li> <li>• Workers affected by industrial change or changes in production systems</li> <li>• Workers threatened with unemployment or redundancy</li> </ul>			
<b>4.2</b>	<p><b>Objective</b> To identify and meet emerging skills shortages, including higher level skills (through training tailored to business needs)</p> <p><b>Purpose and target beneficiaries</b> Measure 4.2 will address the shortages in the availability in</p>	<ul style="list-style-type: none"> <li>• Support for activity concerned with reinforcing support structures and developing new and innovative interventions</li> <li>• Research to determine skills needs, particularly those from knowledge-driven</li> </ul>	432,947	529,157	<p><b>Outputs</b></p> <p>40 Companies helped 150 Beneficiaries 30 Jobless beneficiaries 50 Women beneficiaries 60 Beneficiaries working towards a qualification 1 Research/labour market analysis projects 10 Trainers trained 80 Beneficiaries of vocational</p>

	<p>the available supply of workers available to employers and, in particular, the shortages in higher level skills needed to aid the transition to a knowledge-based economy. This will be accomplished through the delivery of training delivery of training tailored to the needs of employers. Measure 4.2 will also support the identification of and dissemination of information concerning skills gaps</p> <p>Target beneficiaries will be</p> <ul style="list-style-type: none"> <li>• People in employment in the North East, particularly employees of SMEs.</li> <li>• Unemployed people with potential to undertake re-training at a higher level than that supported under measure 1.2</li> </ul>	<p>economy.</p> <ul style="list-style-type: none"> <li>• Dissemination of research into emerging skills needs.</li> <li>• Encouraging employers to invest in training.</li> <li>• Development of customised training packages to meet needs of existing employer base, inward investors.</li> <li>• Support for vocational training relevant to identified skills gaps.</li> <li>• Encouraging companies, particularly SMEs to participate in shared training events to ensure viability of specialist skills training.</li> </ul> <p>Target Groups</p> <ul style="list-style-type: none"> <li>• People in employment in the North East, particularly employees of SMEs.</li> <li>• Unemployed people with potential to</li> </ul>			<p>training/education</p> <p><b>Results</b>  70 Beneficiaries completing their courses  60 Beneficiaries achieving positive outcomes on leaving  50 Beneficiaries in work on leaving  15 Beneficiaries moving into further training /education  15 Beneficiaries achieving a part qualification  30 Beneficiaries achieving a recognised qualification</p>
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		undertake re-training at a higher level than that supported under measure 1.2			
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## 2. Regional Skills Partnership

The LSC is a key partner in the Regional Skills Partnership and is working closely with partners to deliver the Objectives and actions identified in the Action Plan. The majority of the additional activity supported by the additional ESF resources will be used to support this action plan, in particular by supporting activities which target second level 2 or level 3 qualifications, pre first level 2 qualifications to enable individuals to access the NE Skills trial, and brokerage activity via business link to support upskilling within companies.

## 3. Equal Opportunities Gateway

Since the Co-Financing Plan was approved the Equal Opportunities Gateway questions have been introduced. LSC National Office has agreed with DfES to include additional Equal Opportunities questions in the provider application

forms. The LSC will not use the Gateway mechanism to exclude providers but will instead use post tender negotiations and ongoing monitoring to identify and target any issues, which need to be addressed.

#### **4. Sustainable Development**

The Learning and Skills Council has been created to support the process of ‘maintaining high and steady levels of economic growth and employment’ particularly in addressing the Secretary of State’s objectives to ‘increase demand for learning for adults’; and to ‘raise skill levels for national competitiveness’. It will contribute towards the removal of barriers, which exist in Northumberland to training, learning and employment, and all bids will take into account and support national and regional approaches to sustainable development in its selection process.

The LSC will seek wherever practicable to, improve the environmental awareness and performance of providers. In addition, we would seek to encourage applications from providers, which include an active and positive approach to environmental sustainability and good practice. It is committed to delivering a learning agenda that will contribute to progress, which recognises the needs of everyone as well as to developing a level of skills and knowledge in the population, which will be a pre-requisite to high and steady levels of economic growth.

This is compatible with the government’s intention of ‘creating an economy that is innovative and efficient, with a highly skilled and well-rewarded workforce, with firms that can compete against the best in the world. It means sustainable economic growth that does not come at the expense of our environment, whether that is in places we live or work’.

Co financing in Northumberland will contribute towards these visions increasing the opportunity for fuller participation, through a workforce that is equipped with the education and skills required by businesses to invest in their future and to provide an infrastructure to support them.

The tendering process makes reference to sustainable development in the prospectus and application form, and is considered in the appraisal process. To embed this cross cutting theme further in the co-financing process, the LSC will work with the Sustainable Development Officer based at GO-NE to develop the appraisal process further to

ensure that all aspects of sustainability are considered. Monitoring practices are being developed to reflect current strategies and implementation plans.

- The contract desk function will also see an increase in workload with the many new providers expected.
- Drawing up financial profiles.
- Supporting the claims for advances and interim claims.
- Supporting the financial elements of the final claims
- Accounting for domestic and ESF expenditure
- Arranging for Audit Certificates
- Making refunds of ESF as required and recovery of overpayments
- Making combined payments of ESF and domestic funding.

The major tasks have been identified above; however, the list should not be seen as exhaustive.

## **5. Programme extension.**

This update to the CFO Plan reflects the extension of the current ESF Objective 3 Programme from 2006 to 31st December 2008. However in reflecting these changes, it also takes into account the requirement for all payments to be expedited by 31<sup>st</sup> December 2008. To this end, all project delivery will cease no later than 30 June 2008.