

### North West Skills for Life Implementation Plan 2007-10

Key Objective	Action Required	By When	By Whom	Milestones	How this activity cross references with NW Regional Economic Strategy (RES), Regional Statement of Skills Priorities (RSoSP) and PSA targets
1 Ensure achievement of Public Service Agreement (PSA) target, increase contribution from adults to this target and ensure curriculum being offered is appropriate to level of need.	Ensuring North West Providers review their balance and mix of provision to ensure achievement of 2007 PSA target of 109,670 learner achievements	August 2007	Providers and LSC	05/06 Performance data. Benchmarks established.	PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010
	Promoting an increase of adult learners contributing towards PSA target from 53% to 56% in line with Public Accounts Committee report recommendations	August 2007	Providers and LSC	05/06 Performance data. Benchmarks established.	
	Establishing a baseline of provision for literacy, numeracy and ESOL to determine whether there is sufficient provision to meet local needs	May 2007	LSC	05/06 Performance data. Benchmarks established.	
	Monitoring the baseline of provision in line with local, sub-regional and regional needs compared with DfES 'Survey of Needs' to produce a report identifying priority geographical areas	May 2007	LSC	05/06 Performance data. Benchmarks established.	

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2 Influence the embedding of Skills for Life across North West employer engagement strategies through a sectoral approach.	Identifying key sectors for Skills for Life using the Regional Statement of Skills Priorities 2007-10 and other evidence to prioritise activity	October 2006	NW Strategy Group	Sectors identified	RES action 26, 43, RSoSP 06-07 - Equipping adults with the skills required for employability including Skills for Life of literacy, language and numeracy. PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010
	Influencing Sector Skills Councils, Centres of Vocational Excellence (COVEs) and Skills Academies by raising the profile of Skills for Life and the benefits it has on employer profitability	On-going	NW Strategy Group, Sector Skills and Productivity Alliances, Providers	Skills for Life included within regional Sector Skills Productivity Alliances action plans	
	Contributing to the North West Sector Skills Development Agency (SSDA) meetings.	By January 2007	LSC, SSDA	Skills for Life included on SSDA agenda	
	Encouraging the use or development of embedded Skills for Life teaching and learning materials to meet the needs of priority sectors	August 2007	LSC, DfES, Quality Improvement Agency (QIA)	Materials developed to support priority sectors.	
	Ensuring Train to Gain meets the Skills for Life needs of employers and employees by influencing the development of brokerage training	January 2007	LSC, QIA, North West Development Agency (NWDA)	Train to Gain training package produced for Skills for Life and evaluated for effectiveness	

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	Offering on-going professional development opportunities to brokers and advisors (eg Next Step and TUC Learning Reps) to improve their understanding of current Skills for Life issues and signposting them to appropriate qualifications.	March 2007	ESF NW Professional Development Services project	Broker and Advisor contact list established. Training opportunities made available for brokers and advisors across the region (with impact measures)	
	Ensuring Skills for Life is included within the Welfare to Workforce Development Plans in order that literacy, language and ESOL needs of adults are considered in employability activities	December 2006	LSC, Jobcentre Plus (JCP)	Monitor Skills for Life activity as part of quarterly reviews on JCP/LSC joint planning	
	Ensuring effective transfer of funding for Skills for Life from JCP to LSC	July 2007	LSC, JCP	Procurement process completed by August 2006. Contract in place by September 2006. Pilot projects planned January 2007	

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	Developing the North West framework of assessment and self assessment toolkit by supporting the introduction of the Get On in Local Government award	December 2006	NW Strategy Group, North West Employers Organisation (NWEO)	Toolkit produced and disseminated. Evidence of Local Authorities signing up to award. NW Peer Support Group established. NW Action plan produced.	
	Collating regional data on the migrant workforce to inform future planning of ESOL provision across the region	On-going	Migrant Workers, NW, ESOL task group	Update report produced by January 2007.	
	Encouraging more flexibility in delivery of employer-led Skills for Life programmes particularly the use of E-Learning.	March 2007	NW Providers Federation, John Moores University ICDC	Introduce e-learning pilot programme for work-based learning providers	
3 Supporting the on-going quality improvement of Skills for Life delivery in the North West.	Working with partners to carry out a regional training needs analysis and report on the scale of future regional capacity building needs for Skills for Life deliverers.	March 2007	ESF NW Professional Development Services project and Lifelong Learning UK (LLUK)	Report produced on skill needs for region by LLUK due in early 2007. Prediction exercise carried out	PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010.

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	Widening existing support for vocational and work-based learning practitioners in order to improve delivery of key skills, Entry to Employment (E2E), JCP and Train to Gain provision.	December 2007	ESF NW Professional Development Services project and QIA	Providers identified. Training opportunities made available	
	Promoting Skills for Life teaching and learning strategies for those working with offenders and learners in outreach locations	December 2007	ESF NW Professional Development Services project and QIA	Providers identified. Training opportunities made available	
	Working with Quality Improvement Agency to influence the Skills for Life Improvement Programme which will support North West Providers	December 2006	QIA, Centre for British Teachers (CfBT) and LSC	LSC to attend QIA seminars. Regional Quality Improvement Partnership (RQIP) meetings to include review of Skills for Life activity	
	Raising awareness of the revised tutor training Skills for Life qualifications framework through the development of regional provider qualifications network.	March 2007	ESF NW Professional Development Project and LLUK	Regional Network established by end April 2007.	

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	Promoting the use of toolkit developed to improve delivery of Skills for Life information, advice and guidance	April 2007	LSC, LLUK	Dissemination of toolkit	
	Monitoring the impact on quality improvement through the delivery of Framework for Achievement (Foundation Learning Tier)	August 2007	LSC/ Qualifications and Curriculum Authority (QCA) and providers	North West providers identified. Pilot to take place by 31 July 07. Update reports produced	
	Reviewing and agreeing a local and regional approach to showcasing and disseminating good practice	March 2007	ESF NW Professional Development Project and QIA	Approach agreed and networks supported	
4 Improve the understanding of English for Speakers of Other Languages (ESOL) needs and delivery of appropriate training across the North West – to include meeting the needs of migrant workers, asylum seekers and refugees.	Establishing a North West ESOL task and finish group to consider issues impacting on the delivery of ESOL across the North West	September 2006	NW LSC	Group established - including agreed membership and terms of reference	RES action 111, PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010
	Considering the financial implications to resource ESOL delivery across the region	On-going	NW ESOL task group	On-going monitoring of spend	
	Carrying out research into the geographic scale and demand for ESOL provision in the North West	On-going	NW ESOL task group	Data collected and shared with partners	

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	Developing a North West communication strategy to disseminate information regarding ESOL planning	January 2007	NW ESOL task group	Strategy developed. Updates produced and disseminated	
	Responding to the recommendations made by NIACE Committee of Enquiry Report on assessment, achievement, individual learning plans and progression	on-going	NW ESOL task group	Recommendations actioned as appropriate.	
	Influencing specific training to raise awareness of issues affecting ESOL learners for information, advice and guidance deliverers	March 2007	NW ESOL task group, ESF Professional Development Project	ESOL training within professional development for information, advice and guidance deliverers	
	Developing a bespoke website to assist migrant workers and employers. Support available will include ESOL provision	February 2007	Migrant Workers, NW	Website developed	
	Delivering a regional event for key stakeholders on issues relating to ESOL linked to wider policies (Citizenship and Home Office)	September 2007	NW ESOL task group	Regional event planned and marketed	

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5 Increase the number of numeracy qualifications contributing to the Skills for Life PSA target.	Establishing a North West numeracy task group to develop a regional action plan based on good practice	April 2007	NW LSC	Group established - including agreed membership and terms of reference. Action plan produced	PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010
	Promoting good practice with regards to numeracy delivery with North West providers	On-going	NW Skills for Life Strategy Group	Case studies etc collected and disseminated. NIACE RAD event on numeracy to take place in February 2007	
6 Meet the needs of those target groups identified in the Skills for life Strategy.	Supporting Skills for Life deliverers and voluntary organisations to meet the needs of the following target groups; offenders, families and young people	on-going	NW Criminal Justice Areas, LSC, Local Authorities, providers, employers	Support for those working with these target groups takes place. Skills for Life included in wider plans.	PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010
	Monitoring the impact of the introduction of functional skills on the delivery of Skills for Life in the region	on-going	NW Skills for Life Strategy Group	Report on progress shared with strategy group	

2 Influence the embedding of Skills for Life across North West employer engagement strategies through a sectoral approach	Identifying key sectors for Skills for Life using RSoSP and other evidence to prioritise activity	October 2006	NW Strategy Group
	Influencing Sector Skills Councils, COVEs and Skills Academies by raising the profile of Skills for Life and the benefits it has on employer profitability	By January 2007	NW Strategy Group, SSPA, Providers
	Contributing to the North West Sector Skills Development Agency meetings.	By January 2007	LSC, SSDA
	Encouraging the use or development of embedded Skills for Life teaching and learning materials to meet the needs of priority sectors	August 2007	LSC, DfES, QIA
	Ensuring Train to Gain programmes meets the Skills for Life needs of employers and employees by influencing the development of brokerage training	January 2007	LSC, QIA, NWDA
	Offering on-going professional development opportunities to brokers and advisors (eg Next Step and TUC Learning Reps) to improve their understanding of current Skills for Life issues and signposting them to appropriate qualifications.	March 2007	ESF NW Professional Development Services project
	Ensuring Skills for Life is included within the Welfare to Workforce Development Plans in order that literacy, language and ESOL needs of adults are considered in employability activities	December 2006	LSC, JCP
	Ensuring effective transfer of funding for Skills for Life from JCP to LSC	July 2007	LSC, JCP

	Developing the North West framework of assessment and self assessment toolkit by supporting the introduction of the Get On in Local Government award	December 2006	NW Strategy Group, NWE0
	Collating regional data on the migrant workforce to inform future planning of ESOL provision across the region	On-going	Migrant Workers, NW, ESOL task group
	Encouraging more flexibility in delivery of employer-led Skills for Life programmes particularly the use of E-Learning.	March 2007	NW Providers Federation, John Moores University ICDC

Sectors identified	RES action 26, 43, RSoSP 06-07 - Equipping adults with the skills required for employability including Skills for Life of literacy, language and numeracy. PSA target - Improve 2.25 million adults literacy, numeracy and language skills by 2010
Skills for Life included within regional Sector Skills Productivity Alliances action plan.	
Skills for Life included on SSDA agenda	
Materials developed to support priority sectors.	
Train to Gain training package produced for Skills for Life and evaluated for effectiveness	
Broker and Advisor contact list established. Training opportunities made available for brokers and advisors across the region (with impact measures)	
Monitor Skills for Life activity as part of quarterly reviews on JCP/LSC joint planning	
Procurement process completed by August 2006. Contract in place by September 2006. Pilot projects planned January 2007	

<p>Toolkit produced and disseminated. Evidence of Local Authorities signing up to award. NW Peer Support Group established. NW Action plan produced</p>	
<p>Update report produced by January 2007.</p>	
<p>Introduce e-learning pilot programme for work-based learning providers</p>	