

A SUMMARY OF THE ADULT AND COMMUNITY LEARNING PLAN AUGUST 2002 TO JULY 2003

PRIORITY		BASELINE	LEAD	ACTION	TARGET/ OUTCOME	RESOURCES
1	To continue to increase the number of adults participating in learning, particularly those not currently engaged	Total learners 2001/02 - 13590	Local providers including colleges, UoH, voluntary organisations, HCC direct providers.	Develop more first rung initiatives that respond to local needs	Total Learners	LSC ACL Grant CSF Staff time
2	To implement a county strategy for meeting the learning needs of adults with mental health issues	Some good practice but which does not maximise the contributions of all agencies	CSF and ACS	Establish quadrant based multi agency working groups Initial focus on 19 – 25 year olds	Increase in learning participation Reduction in numbers of young people unemployed, offending, not in training	LSC ACL Grant CSF /ACS Staff time
3	To implement a county strategy for meeting the learning needs of adults with learning difficulties and disabilities	Beacon provision at Oaklands Uneven provision elsewhere in the county Lack of learning progression	CSF, ACS, Oaklands College, Hertford Regional College	Respond to recommendations of the 2001/02 consultancy report	Increase in learning participation Increase in learner progression	LSC ACL Grant CSF/ACS Staff time

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4	To involve adults from minority ethnic communities, not currently engaged in learning, in developing a range of provision that meets their needs	Lack of coherence in provision Low levels of participation in Traveller, Bangladeshi and Pakistani communities	CSF(MECSS)	Appoint a County Co-ordinator Implement local partnership arrangements to develop specialist provision	Increase in minority ethnic adults participating in learning	LSC ACL Grant CSF Staff time
5	To develop additional basic skills provision in line with the County Basic Skills Strategy	ACL contribution not clearly defined	CSF/Community Information (Libraries)	Develop and implement with partner providers levels and types of Basic Skills provision that meet the needs of learners	Increase in numbers accessing basic skills provision	LSC ACL Grant CSF/CI Staff time
6	To create more family learning on school sites	Small increase in family learning provision 2001/02	CSF (Schools)	Appoint a Family Learning Co-ordinator Establish partnership arrangements between schools, ESCs, YPU, Family Centres and colleges to increase provision Further develop Family Literacy and Numeracy programmes	Increase in adults with low levels of basic skills/least engaged in learning, participating in learning alongside their children	LSC ACL Family Learning/Family Literacy and Numeracy Grant CSF Staff time

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7	To create more on line learning opportunities in local communities by using schools and other HCC accommodation	In creasing demand for online learning facilities , especially in rural areas	CSF/ HCC Environment/Com munity Information (Libraries)	Assess impact of current online learning initiatives Identify new target groups/locations Implement new programmes	Increase in learning participation	LSC ACL Grant CSF/ HCC Environment/CI Staff time
8	To develop and implement an Adults Learning in Rural Areas Strategy	Adults in rural areas have restricted access to learning opportunities	CSF/HCC Environment	Develop multi agency work in North Herts and East Herts to tackle rural barriers and develop new provision using local authority sites	Increase in learning participation	LSC ACL Grant CSF Staff/HCC Environment time
9	To further develop partnership arrangements for improving Learner Support	Uncoordinated ACL arrangements for learner support	CSF/ACS Environment /IAG	Identify good practice in learner support in respect of childcare, carer cover arrangements, transport and information, advice and guidance (IAG) and address gaps in provision	Increase learning participation for those with access issues	LSC ACL Grant CSF/ACS/Envir onment Staff time

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10	To implement the ACL Accommodation Strategy	Not all ACL sites meet adult learning/DDA /SEND requirements	CSF Property/ Community Information Property	Implement outcomes of DDA/SEND Property audit Carry out adaptations in identified sites Review the Authority's Disability Statement and publish revised version	Improvement in quality of ACL sites Increase in learning participation	LSC Minor Works and DDA/SEND Grants CSF/Community Information Staff time
11	To further develop management information systems that enable ALI/LSC reporting requirements to be met	All external provider and majority of internal provider learner data entered on central system. Some necessary learner data not collected or recorded by providers. Difficulty in meeting LSC reporting deadlines and responding to non-standard data requests	CSF	Agree MI Plan with each provider to resolve outstanding issues of: <ul style="list-style-type: none"> • Data quality • Data collection • Local server requirements Procure dedicated central web server Enhance reporting capabilities and user access - develop links to central client system and data warehouse	High quality, timely reports to LSC, based on aggregation of individual learner records	LSC MIS Infrastructure grant CSF Staff time

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12	To ensure that there is a clear audit trail for the expenditure of ACL funds that evidences expenditure has been made in securing provision for learners	Gaps in evidence exist	CSF (Finance)	Draw up and publish ACL Management and Finance Information Guidance for all HCC managers of ACL provision	Meet Audit Commission/ LSC ACL requirements	CSF Staff time
13	To ensure agreed ACL action plans contribute to closing equality gaps and widening participation	No systems currently exist	CSF(Development)	Draw up and implement arrangements to monitor and evaluate equal opportunities performance in the ACL Plan	Widening learner participation	CSF Staff time
14	To further develop self-assessment and quality assurance arrangements that comply with ALI/LSC requirements	Smaller and non traditional providers need to further develop their QA arrangements	ACL Quality Assurance Steering Group CSF Property	Implement the Quality Improvement Plan agreed with local LSC in March 2002 Develop systems for ensuring effective Health and Safety arrangements exist for learners and staff	Successful LSC Provider Review and Adult Learning Inspection	LSC ACL Grant CSF/HCC Internal Providers Staff time

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15	<p>To ensure that implementation of ACL Plan links strategically with</p> <ul style="list-style-type: none"> • regional, county and local Community Strategies • CSF Pathfinder, ‘extended schools’ and preventative strategies • HLP, LSC, College and University business plans 	Inadequate monitoring of plans across partner agencies	CSF/HLP	Agree and implement cross agency monitoring arrangements using HLP as a focus	Maximisation of resources and benefits for learners	CSF/HCC Staff time