

REPORT TO: COMMUNITIES COMMITTEE - 20 FEBRUARY 2006
REPORT ON: LITERACIES ACTION PLAN – ALLOCATION OF RESOURCES 2006/2007
REPORT BY: DIRECTOR OF LEISURE AND COMMUNITIES
REPORT NO: 132-2006

1.0 PURPOSE OF REPORT

- 1.1 This Report makes recommendations for the allocation of resources to deliver on the key elements contained in the Literacies Action Plan, which was submitted to the Scottish Executive in December 2005.

2.0 RECOMMENDATION

It is recommended that the Committee agrees the allocation of Literacies Action Plan funding 2006/2007 as recommended by the Community Learning Partnership (Literacies Sub Group) on 18 January 2006 and as detailed in Appendix 1.

3.0 FINANCIAL IMPLICATIONS

- 3.1 The cost of these proposals is £177,285.68. This can be contained within the allocation to the Dundee Community Learning Partnership previously reported to Committee on 9 May 2005 Report No 301-2005.

4.0 LOCAL AGENDA 21 IMPLICATIONS

- 4.1 The Report seeks to ensure that resources are used as efficiently as possible to achieve Departmental, Council and Partnership agreed service priorities, and ensure a sustainable approach to literacy provision.

5.0 EQUAL OPPORTUNITIES IMPLICATIONS

- 5.1 The proposals will continue to reflect the priorities of the Council and the Community Learning Partnership to equal opportunities. The resources made available are targeted at the 23% of the population identified as having literacy needs and aim to improve equality of opportunities to access learning.

6.0 BACKGROUND

- 6.1 In July 2001 the Scottish Executive's Education and Lifelong Learning Department Circular (ELLD) 1/01 provided guidance on the role expected of local authorities in the drive to raise levels of adult literacy and numeracy.

- 6.2 The definition of what constitutes an appropriate level of literacy and numeracy for people is set out as follows:

“The ability to read, write and use numeracy, to handle information, to express ideas and opinions, to make decisions and solve problems, as family members, workers, citizens and lifelong learners”.

- 6.3 The duties of Community Learning Partnerships and local authorities are outlined as follows:

- Ensure that the partnership groups responsible for the Community Learning Strategy make effective use of the new resources allocated for adult literacy and numeracy.
- Co-ordinate and lead on the creation of clearly defined action plans on Adult Literacy as components of Community Learning Strategies.

- 6.4 In March 2005 the Scottish Executive announced an additional £37 million would be made available for the period 2006-2008 to underpin the national strategy aimed at raising levels of adult literacy and numeracy. Learners who can benefit from programmes delivered through these funds should not have yet achieved intermediate level 1.
- 6.5 Authority to recommend funding allocations has been delegated to the Literacies Sub Group of the Community Learning Partnership. This Sub Group has representation from Dundee City Council (Leisure and Communities Department/Education Department); Dundee College; Tayside Chamber of Commerce; Dundee Trades Union Council; Scottish Trades Union Council; Job Centre Plus; Scottish Enterprise Tayside and Careers Scotland and Workers Education Association.
- 6.6 The Partnership Sub Group has recommended awards as detailed in Appendix 1.
- 6.7 The Action Plan submitted to the Scottish Executive outlined a broad-based and flexible delivery programme for the city, targeting the following groups:
- People with limited initial education, particularly young people (limited educational attainment – intermediate level one or below).
 - Unemployed people and workers facing redundancy (this includes people who are on sessional/casual/temporary contracts, or in marginal employment).
 - People with English as a second or other language.
 - People who live in disadvantaged areas (areas designated by Scottish Executive, City Council or Scottish Enterprise Tayside).
 - Workers in low skill jobs (requiring minimal or no pre and on job training).
 - People on low incomes (those receiving state benefits or on minimum wage).
 - People with a health problem or disability affecting learning, speech, sight or hearing (only people who are able to articulate their own learning needs are covered by this funding – it is not acceptable for a carer to set out their need).
- 6.8 The delivery of the Action Plan is based on four aspects:
- A partnership approach – where possible delivery should involve more than one agency.
 - Utilising existing networks and professionals to raise awareness with potential learners and refer them to providers through the establishment of a formal Spotters and Referrers Network.
 - A common gateway approach utilising a core information gathering structure, assessment approach, individual learning planning framework, recording and evaluation and monitoring structure.
 - Delivery of learning to occur at venues and times to suit the learners across the city – this to include community and workplace settings.
- 6.9 The action plan sets a target number of new learners to be achieved in each year:

Year	Target Number of Learners
2006-2007	1607
2007-2008	1607

- 6.10 The allocation of funds to community learning partners will address the targets contained in the action plan.

6.11 The Executive expects that local authorities will:

- ensure that the Partnership Group responsible for community learning strategies makes effective use of the new resources allocated for adult literacy and numeracy;
- ensure new resources continue to support and, where possible, build on the increased capacity evidenced in the existing Action Plan and improve the quality of local provision;
- ensure all partners, including Further Education and the voluntary sector, have equal access to the new resources.

7.0 CONSULTATION

7.1 The Chief Executive, Depute Chief Executive (Finance), Depute Chief Executive (Support Services) and Assistant Chief Executive (Community Planning) have been consulted in the preparation of this report, which is based on recommendations made by the Literacies Sub Group of the Community Learning Partnership.

8.0 BACKGROUND PAPERS

8.1 None.

Signed: Stewart Murdoch
Director of Leisure and Communities

Date: 10 February 2006

**DUNDEE COMMUNITY LEARNING PARTNERSHIP
LITERACIES ACTION PLAN
PROPOSED ALLOCATION OF RESOURCES 2006/2007**

Ref No	Applicant Group	Details	Amount Requested £	Recommended Allocation £
LF01/06	Alamo Project (Adult Literacies through the Arts and Music Opportunities)	This application was submitted by Rathbone and targets young adults aged 16-24 who have chaotic lifestyles, with the intention of developing literacies programmes utilising arts and music as the focus. The 16-24 Literacy Project currently funded by the Literacies Initiative presently provides for young people from Rathbone. It has part-time tutoring hours within the organisation and also makes provision for young people to come out to literacies provision in community venues. This application makes no reference to the existing co-working and does not make clear as to whether Rathbone nationally has any direct experience of delivering literacies learning programmes. The project proposal includes £17,000 of ineligible costs. It is the view of the Literacies Partnership that Rathbone is already receiving literacies support via the Partnership and that this should continue through this route and not be funded by a separate application.	43,000.00	No award
LF02/06	Craigowl Communities	This project has been in operation for over three years providing literacies support in Fintry Family Learning House and Stirling Street Learning Centre. It targets vulnerable people with chaotic lifestyles and has demonstrated through evaluation that it provides a good quality provision to its learners. The project secures additional monies from a number of different funding streams, to deliver wide ranging learning programmes and the literacy provision is incorporated into this. The project meets all the criteria but in line with other projects should be asked to make a cut in its funded hours. The project application requests 52.50 hours per week for 52 weeks and it is recommended that this is reduced to 40 hours per week. This relates to a reduction of 650 hours across the year.	39,939.90	30,430.40

Ref No	Applicant Group	Details	Amount Requested £	Recommended Allocation £
LF03/06	Developing Workplace Literacies - Remploy	Remploy have been providing a literacies learning programme for its staff over the past two years, utilising staff from the Mitchell Street Adult Learning Team. In accordance with the wishes of the Partnership, for the last three months, Remploy has taken more control of the operation of the programme with support from its central unit. The project meets all the criteria but in line with other projects should be asked to make a cut in its funded hours. It is suggested that the project be funded to operate for eight hours per week - a saving on the application of 209 hours across the year and that part of the condition of this funding should be that Remploy releases their own staff member for two hours per week.	8,207.43	5,149.76
LF04/06	Dyslexia Institute	The Dyslexia Institute has provided a valuable additional service over the past two years both providing a screening and tuition service. In order to try and integrate these skills into the Adult Literacy tutors, the Dyslexia Institute has delivered two certified training courses, involving approximately 20 tutors from a number of partners. This means that there is now an enhanced ability to provide high quality assessment and tuition within the Partnership itself. Therefore, whilst the additional support has been a useful backup, it is no longer seen as a necessity and the services will be covered within existing staffing arrangements.	4,376.00	No award
LF05/06	English for Speakers of other Languages (ESOL) - Dundee College, Access to Learning, Communities Department	Three ESOL projects have been submitted under one bid. All three projects have been operating successfully over the past three years providing quality learning programmes in a variety of venues. The student numbers have been consistently higher than the stated targets and students highlight their support for the provision. These projects meet all the criteria however, the college has increased the number of hours it would like to provide both in the college and on outreach. In accordance with the savings being made by other projects, it is suggested that college provision is capped at eight hours per week, providing an additional two hours but reducing the bid by eight hours.	33,736.00	28,616.28

Ref No	Applicant Group	Details	Amount Requested £	Recommended Allocation £
LF06/06	Gateway	Gateway is the name given to the first point of contact referral service operated from Mitchell Street, on behalf of the Partnership. The Gateway service has proved to be very important in assisting prospective learners to assess their current needs and to help them find the most relevant learning placement. As the Gateway is seen as the referral service rather than a provider of learning opportunities, it has been decided to remove this element of the project from the Challenge Fund bid and fund it from the budget element put aside for development work.	25,748.80	No award
LF07/06	HELM Training Project	Helm Training Limited work with young people who have chaotic lifestyles and assist them into further training. The project has had literacy funding for approximately three years and for the last two has been releasing some of its staff to deliver literacy learning programmes. The project has experienced some difficulties over the past six months and the Literacy Initiative has worked with HELM to try and look at how their literacy provision can be better structured. There is little evidence to date that this advice has been put into place and that positive changes have been made, in order to ensure that there is a high quality literacy provision. Therefore, in assessing the application it has been decided that literacy provision could be supported through other funded projects working in partnership with HELM, to go in and deliver a literacies programme, namely the 16-24 Literacies Project and Literacies in the Community Outreach Project. A decision at this stage is to support HELM through the other providers and not to fund the stand alone project.	27,884.92	No award
LF08/06	Increasing Access Programme - Dundee City Council, Leisure and Communities Department	This project is used to provide additional classes/groups for adult literacy learners at Mitchell Street. It allows Mitchell Street to respond to the additional demands being made by learners and which could not be met by the core budget. It is recommended that the project is funded as it is needed to meet the increased demand that has been made since the Initiative started. This project is not being asked to make a cut due to the other cuts made to Mitchell Street projects.	9,480.24	£9,480.24
LF09/06	Learning Curve - Dundee College	The Learning Curve has been operating since 2002 and has grown and developed provision during this time. The College provides match funding through the use of fully qualified lecturing staff to deliver literacies learning programmes. The project meets all criteria but in line with other projects should be asked to make a cut in its funded hours. It is suggested that costs be reduced by a further 6320.20. This relates to a reduction of 732 hours across the year.	45,000.00	36,985.00

Ref No	Applicant Group	Details	Amount Requested £	Recommended Allocation £
LF10/06	Literacies Guidance & Progression Dundee City Council, Leisure & Communities Department	The purpose of this project is to provide progression guidance to literacy learners who are ready to move to new learning provision. Whilst this project is seen to be of value, it is not seen as essential. Therefore, it is felt that some of the activities can be picked up through the Gateway service and that the issue of progression guidance can be addressed through literacies staff co-working more closely with staff from Careers Scotland.	19,311.60	No award
LF11/06	Literacies in the Community - Dundee City Council, Leisure and Communities Department	This project has been in operation for three years providing high quality learning programmes in communities across Dundee and every year has met targets. This project was highly praised in the HMle Aspect Inspection and cited as a piece of good practice. The project meets all the criteria. It is suggested that this project should not be asked to take a budget cut but should, in addition to its stated objectives, provide an agreed level of support for HELM and Jobcentre Plus.	27,651.00	27,651.00
LF12/06	16-24 Literacy Project	This project targets young adults 16-24 who have chaotic lifestyles. It has been operating for three years during which time it has developed and grown, receiving praise from both the HMle and other literacies partnerships for its innovative practice. The project has, in each year that it has run, been able to attract additional funds to support its work and in 2006/2007 is working to secure funding for an additional part-time member of staff from other sources. The project works well to develop strong partnership links with other organisations including both Rathbone and HELM. It is suggested that the 16-24 Literacies Project is funded and should be asked to discuss the best ways to continue to work with Rathbone and HELM, helping meet the needs of these projects.	38,973.00	38,973.00

Total Allocation of Challenge Fund 2006/2007
Proposals contained in this report
Balance remaining

180,000.00
177,285.68
2,714.32