

**REPORT TO: COMMUNITIES COMMITTEE - 19 APRIL 2004**

**REPORT ON: LITERACIES ACTION PLAN – ALLOCATION OF RESOURCES 2004/2005**

**REPORT BY: HEAD OF COMMUNITIES**

**REPORT NO: 270- 2004**

## **1.0 PURPOSE OF REPORT**

1.1 This Report makes recommendations for the allocation of resource to deliver on the key elements contained in the Literacies Action Plan, which was approved by the Scottish Executive in March 2004.

## **2.0 RECOMMENDATION**

It is recommended that the Committee:

2.1 agrees the allocation of Literacies Action Plan funding 2004/2005 as recommended by the Community Learning Partnership (Literacies Sub Group) on 25 February 2004, as detailed in Appendix 1.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The cost of these allocations is £205,524.72 and this can be contained within the allocation to the Dundee Community Learning Partnership of £386,475 2004-2005 and previously reported to Committee on 10 February 2003 (Report No 135-2003).

## **4.0 LOCAL AGENDA 21 IMPLICATIONS**

4.1 The Report seeks to ensure that resources are used as efficiently as possible to achieve Departmental and Council agreed service priorities, and ensure a sustainable partnership 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 literacies needs and aim to provide equality of opportunities to learning.

## **6.0 BACKGROUND**

6.1 In July 2001 the Scottish Executive produced a circular ELLD 1/01 providing guidance on the role expected of Local Authorities in the new drive to raise levels of adult literacy and numeracy. This role is set within the context of the Community Learning Strategies and Local Authorities duties were 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 literacies as components of Community Learning Strategies

The definition of what constitutes an appropriate level of literacy and numeracy for the public 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”.

- 6.2 £51 million has been allocated nationally to adult literacies for the period 2001–2006, to underpin a national drive to raise levels of adult literacy and numeracy. Learners who can benefit from programmes delivered through these funds should have an ability level below intermediate level 1.

Dundee's allocation is

- |               |          |             |
|---------------|----------|-------------|
| ▪ 2001 – 2002 | £95,732  | (part year) |
| ▪ 2002 – 2003 | £191,465 |             |
| ▪ 2003 - 2004 | £368,747 |             |
| ▪ 2004 – 2005 | £386,475 |             |
| ▪ 2005 – 2006 | £397,112 |             |

- 6.3 Authority to recommend funding allocations under the Community Learning Partnership – Literacies Action Plan has been delegated to a Partnership Sub Group which has representatives from Dundee City Council – 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 Dundee Voluntary Action.

- 6.4 The Partnership Sub Group have approved awards as detailed in Appendix 1.

- 6.5 The Action Plan submitted to the Scottish Executive outlined a broad-based and flexible delivery programme for the city.

The following are the agreed target 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).

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.

The action plan sets a target number of new learners to be achieved in each year:

- |               |      |
|---------------|------|
| ▪ 2001 – 2002 | 50   |
| ▪ 2002 – 2003 | 520  |
| ▪ 2003 – 2004 | 1320 |
| ▪ 2004 – 2005 | 1587 |
| ▪ 2005 – 2006 | 1607 |

These figures must be achieved over and above previous student numbers attained by members of the Community Learning Partnership, thus showing a net increase across the partners and the city.

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

6.7 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 No Background Papers as defined by Section 50D of the Local Government (Scotland) Act 1973 other than containing confidential or exempt information were relied on to any material extent in the preparation of this report,

**Stewart Murdoch**  
**Head of Communities**

**9 April 2004**

**DUNDEE COMMUNITY LEARNING PARTNERSHIP  
LITERACIES ACTION PLAN  
PROPOSED ALLOCATION OF RESOURCES 2004/2005**

<b>Ref No</b>	<b>Applicant Group</b>	<b>Details</b>	<b>Amount Requested £</b>	<b>Recommended Allocation £</b>
LF36	The Learning Curve – Dundee College	To provide flexible literacy sessions to members of the public and college applicants who would benefit from improving their literacy prior to starting college courses. It will also provide 1:1 and short courses for students for students whose literacies needs are best met out with the classroom. This support is to be additional to the learning support the college are funded to provide.	37,000	37,000
LF37	Local Learning Project – Greater Opportunities New Community School Project”	To provide drop in literacies opportunities in the Community School (Primary Cluster). This project has not been recommended for funding as it has previously failed to attract learners. It was suggested that they come back to a future meeting with a revised model of working and delivery.	3,243.24	Deferred
LF38	Helm Training Ltd – Ergo Project	To work with students in ERGO who have literacies difficulties and are unable to complete their modules without additional help.	14,636.16	14,636.16
LF39	Zone Training for New Futures	To add a literacies element to the personal and social development work that Zone provide to those with drug and alcohol problems.	1,229.52	1,229.52
LF40	Helm Training – Integrated Literacy/Encompass Project	To address the literacies difficulties of the adults who are attending HELM to improve their employability skills. Many have learning difficulties and require additional support.	3,825.36	3,825.36
LF41	Instep Communities Literacies Group	To integrate a literacies element to the Get in Step project in the Hilltown and The family Learning House in Fintry. Both of the projects deliver life skills, personal skills, employability skills and IT skills. There is a significant literacy/numeracy need within the projects client group.	18,000.00	18,000.00
LF42	Adult Learning Team - Gateway	To provide a dedicated referral and guidance programme for new and progressing learners. The gateway refers learners to appropriate provision. It will act as the referral point for the telephone help line and the national advertising campaign.	18,295.00	18,295.00

Ref No	Applicant Group	Details	Amount Requested £	Recommended Allocation £
LF43	Adult Learning Team – Remploy Work-based Literacies	The project will provide dedicated literacies provision in a work based setting. Remploy have created a Learning Centre within the work place and are allowing employees, many of whom have literacies difficulties, time within their working week to undertake learning.	12,197.00	12,197.00
LF44	Adult Learning Team – Mitchell Street Supported Study	A programme of short courses on specific topics with the introduction on core skills activities.	8,732.00	8,732.00
LF45	ESOL Sub Group – City-wide ESOL provision	A partnership bid between Dundee College and the Council providing literacies support to learners who require initial reading and writing help to develop their English. The project will operate from a variety of bases and target participants whose English is not their first language and who have poor reading/writing and number work in their first language.	21,413.68	21,413.68
LF46	Community based Adult Learning Network – Literacies in the Community	To respond to needs and demands and provide literacy and numeracy provision in community areas across Dundee. The project will operate on a flexible bases being able to provide in different venues and work in partnership with others to add a literacies element to work in communities.	26,196.00	26,196.00
LF47	Young Adult Literacies Project (YALP)	Through an integrated programme of work with young people it provides the opportunity to improve literacies, whilst engaged in activities that are of interest to them. It is targeted at young people who have little or no qualifications and who had previously been excluded from school.	19,000.00	19,000.00
LF48	National Children’s Homes	To provide dedicated 1:1 literacies provision for young adults involved in various NCH services across the city. It will also link into the alternative to custody projects. This will provide an additional dimension to NCH's work and enable young adults to address their low levels of literacy/numeracy.	26,000.00	25,000.00
LF49	Dundee Community Language Advisory Group (DCLAG)	Deferred for further information	-	Deferred
<b>TOTAL</b>			<b>209,767.96</b>	<b>205,524.72</b>

<b>Total Allocation 2004/2005</b>	<b>£ 230,000.00</b>
<b>Proposals contained within this report</b>	<b>£ 205,524.72</b>
<b>Balance remaining</b>	<b>£ 24,475.28</b>