

**REPORT TO: NEIGHBOURHOOD RESOURCES AND DEVELOPMENT COMMITTEE  
APRIL 2003**

**REPORT ON: LITERACIES ACTION PLAN – ALLOCATION OF RESOURCES 2003/2004**

**REPORT BY: ACTING DIRECTOR OF NEIGHBOURHOOD RESOURCES & DEVELOPMENT**

**REPORT NO: 280-2003**

## **1.0 PURPOSE OF REPORT**

1.1 This Report makes recommendations for the allocation of resources to Community Learning Partners in order they can deliver on the key elements contained in the Literacies Action Plan, which was approved by the Scottish Executive in April 2002.

## **2.0 RECOMMENDATION**

It is recommended that the Committee:

2.1 agrees the allocation of Literacies Action Plan funding 2003/2004 as approved by the Community Learning Partnership, Literacies Sub Group as detailed in Section 6 para 6.4.

## **3.0 FINANCIAL IMPLICATIONS**

3.1 The financial implications of the Report can be contained within the allocation given to the Community Learning Partnership 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 20% of the population identified as having literacy 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 literacy as components of Community Learning Strategies

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”.

- 6.2 £51 million has been allocated nationally to adult literacy 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 – Neighbourhood Resources and Development Department/Education Department; Dundee College; Tayside Chamber of Commerce; The University of Dundee; Scottish Trades Union Council and Job Centre Plus.

Ref No	Applicant Group	Allocation £
LF23	Dundee City Council	26,195.40
LF24	Helm/ERGO and Dundee City Council	5,987.52
LF26	Dundee College	37,000.00
LF27	Instep Communities - Chamber of Commerce	15,966.68
LF28	Zone New Futures Project	3,908.52
LF29	Dundee City Council, Adult Learning Team	11,476.08
LF30	Dundee City Council, Youth Work	13,305.60
LF31	Instep Communities - Chamber of Commerce	1,621.62
LF32	Greater Opportunities New Community School	3,991.68
LF34	Dundee City Council, Dundee College, ESOL NRDD, Education	13,069.80
<b>Total</b>		<b>£ 132,522.90</b>

Details of projects contained in Appendix A

- 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

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. No targets have yet been agreed for the 2004/05 and 2005/06.

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.

Prior to release of additional funding for 2004/06, the Scottish Executive requires the Community Learning Partnership to submit Action Plans covering the period of extension funding and setting out future outcome agreements. These require to be submitted in September 2003, along with the mid-year review.

## **7.0 CONSULTATION**

7.1 The Chief Executive, the Directors of Finance, Corporate Planning and Support Services 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**  
**Acting Director of Neighbourhood Resources and Development**

**10 April 2003**

**DUNDEE COMMUNITY LEARNING PARTNERSHIP  
LITERACIES ACTION PLAN  
PROPOSED ALLOCATION OF RESOURCES 2003/2004**

<b>Ref No</b>	<b>Applicant Group</b>	<b>Details</b>	<b>Amount Requested £</b>	<b>Recommended Allocation £</b>
LF23	Dundee City Council, "Literacies in the Community"	To develop literacy provision in and across community areas of Dundee, offering the opportunity to develop integrated provision, through providing a literacies element to current community learning and development provision, or through one off short courses.	26,195.40	26,195.40
LF24	Helm, Ergo and Dundee City Council "Integrated Literacy Project"	To provide literacy support to individuals in provision at Helm or Ergo, but who require access to dedicated literacy/numeracy provision to increase their ability to compete for jobs.	5,987.52	5,987.52
LF26	Dundee College "Learning Curve"	The Learning Curve will build on the success of the pilot undertaken by Dundee College. It will provide literacy/numeracy support at Kingsway, Constitution Road and Melrose Campuses for individuals whose ability is below intermediate level 1.	37,000.00	37,000.00
LF27	Instep Communities Chamber of Commerce "Literacies for Inclusion"	To add a literacies element to the new opportunity funded Family Learning house in Fintry and Get In Step, which works with Gowrie Housing to offer learning and personal development, primarily to homeless young people.	15,966.68	15,966.68
LF28	Zone "Training for New Futures"	Zone provides a multi disciplinary 12 week personal development programme for those with drug or alcohol problems who wish to progress towards education/training or employment. This funding will add a literacies element to the current programme.	3,908.52	3,908.52
LF29	Dundee City Council, NRDD "Literacies Gateway"	The Literacies Gateway will operate as a first point of contact for literacy referrals to the initiative. It will provide a sign posting to the relevant provider to meet learners' needs.	11,476.08	11,476.08
LF30	Dundee City Council, NRDD "Young Adults"	This project will target young adults in the 16-24 age group, it will address learning needs in areas such as reading, writing, spelling and numeracy. The project will be located in Dundee Football Club Learning Centre and The Shore, City Centre youth venue.	17,600.00	13,305.60

<b>Ref No</b>	<b>Applicant Group</b>	<b>Details</b>	<b>Amount Requested £</b>	<b>Recommended Allocation £</b>
LF31	Instep Communities Chamber of Commerce "Dundee East Community Literacy"	To add a literacy element to the programme offered at the Mid Craigie Programme Centre.	1,621.62	1,621.62
LF32	Greater Opportunities New Community Schools "Local Learning Project"	To provide supported drop-in learning opportunities for literacies and to develop flexible literacy based learning programmes in Macalpine Learning Centre.	3,991.68	3,991.68
LF34	Dundee College, Dundee City Council, NRD/Education "City Wide English for Speakers of Other Languages"	This project will provide literacy support for ESOL students within Dundee College, community bases and work with parents in Clepington Primary School. It will focus on basic reading and writing in a second language.	13,069.80	13,069.80
<b>TOTAL</b>			<b>136,817.30</b>	<b>132,522.90</b>

<b>Total Allocation 2003/2004</b>	<b>£ 149,707.28</b>
<b>Proposals contained within this report</b>	<b>£ 132,522.90</b>
<b>Balance remaining</b>	<b>£ 17,184.38</b>