

PLAN FOR 2015-16**1. INCREASE THE CAPACITY OF DISADVANTAGED COMMUNITIES TO ENGAGE IN LEARNING**

Objectives How do we get there	Critical success factors What do we need to do well	Key performance indicators How do we measure how well we are doing	Targets How do we know what a good result is
<p>1.1 Continue to develop new local infrastructure in 'areas of priority'* for the delivery of local learning and cultural activities.</p> <p><i>[*Different approaches will be adopted for different areas. Will seek to expand areas covered. Current areas – Westborough, Sheerwater & Maybury, Old Dean. Areas to be developed Stanwell, Merstham, Preston]</i></p>	<p>Develop newly established local community learning centres/social enterprises as vehicles for learning (at 109 Southway in Westborough and Phoenix, Dartmouth Avenue and Maybury Centre in Woking)</p> <p>Seek to identify opportunities in other areas e.g. Old Dean</p>	<p>Infrastructure developed to serve a minimum of 2 priority IMD areas.</p> <p>Research/Community Learning Partnerships confirms new priorities</p>	<p>GLADE/Bike Project/Guildford College learning offer fully operational by 31 December 2015</p> <p>Community Learning engagement in Sheerwater by 31 December 2015</p> <p>2 strategic plans addressing local learning needs in areas of disadvantage by 27 June</p>
<p>1.2 Work with VCS organisations to make a vibrant learning offer available within these communities</p>	<p>Develop a menu of courses (with partners) to be available on demand</p>	<p>Demand and uptake of tasters evidenced</p>	<p>5 VCS organizations supported through capacity building by 31 July 2015</p> <p>Engage 110 learners by 31 July 2015:</p> <ul style="list-style-type: none"> • 25 Bike Project C&G • 10 GLADE enterprise • 50 Digital Learning, Confidence/Workplace Readiness • 30 ECDL • 10 Numeracy &/or literacy
<p>1.3 Train trusted community champions/leaders to signpost people to learning and help to develop self-organised groups</p>	<p>Develop bespoke training</p> <p>Make information re local opportunities accessible to public</p>	<p>Bespoke training offered to CLCs, Community Leaders</p> <p>Website to promote local adult learning opportunities up to date</p>	<p>3 CLCs trained and engaging with groups by 30 December 2015</p> <p>www.adultlearninginsurrey.org.uk is live by 28 February 2016.</p>

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2. FACILITATE MORE EFFECTIVE PROGRESSION TO PROMOTE EMPLOYABILITY WELL BEING			
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2.1 Develop progression pathways from the taster course menu	Ensure that routes established between taster courses and more formal learning courses	Develop new formal adult skills learning offer at Bike Project and deliver employability courses in ETHOS areas.	A minimum of 40 learners achieve qualifications by 31 July 2016
2.2 Promote progression to employment and skills	Provide employment information, advice, guidance and training opportunities within disadvantaged areas.	Job clubs engage partners to support jobseekers in progressing towards employment. ETHOS Project provides information advice, guidance and training to jobseekers seeking to retain or secure housing.	Jobsearch workshops established in Maybury and Old Dean 240 referrals received - 18 May 2016 168 clients interviewed - 18 May 2016 151 work action plans - 18 May 2016 17 clients voluntary work - 18 May 2016 50 clients new employment - 18 May 2016
2.4 With partners promote digital inclusion to close the local IT knowledge gap	Coordinate learning within communities of need	SLLP and partners offer digital inclusion tasters and courses	30 learners engaged through Digital Inclusion Project by July 2105

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3. <u>STIMULATE INNOVATION AND TEST NEW METHODS FOR ENGAGING LEARNERS</u>			
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3.1 Develop social enterprise model for learning and employment	<p>Bike Project generates income to cover SLLP overheads and moves towards becoming stand-alone enterprise.</p> <p>GLADE Project generates income to cover SLLP overheads and moves towards becoming stand-alone enterprise.</p> <p>Computer Project developed to provide learning opportunities.</p> <p>109 Southway developed as a Community Learning centre for Westborough</p>	<p>Plans developed for development of social enterprise models for replicating in other areas</p> <p>Plans developed for development of GLADE Business and new constitution by 30 September 2015</p>	<p>Plans for Bike Project by March 2016</p> <p>Plans for GLADE by 30 September 2015</p> <p>Established by 29 February 2016</p> <p>Regular learning offer by 31 December 2015</p>
4. <u>ACT AS A 'CENTRE FOR INTELLIGENCE' SHARING INFORMATION RELATING TO NEW TRENDS IN LEARNER NEEDS AND WANTS</u>			
Objectives How do we get there	Critical success factors What do we need to do well	Key performance indicators How do we measure how well we are doing	Targets How do we know what a good result is
4.1 Make information about new skills needs and trends available to a wider audience	Identify up to date published statistics and information	Information collated on SLLP website in appropriate format	www.surreyllp.org.uk Website updated monthly

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4.2 Make case studies of 'what works' in engaging learners available to a wider audience	Stimulate partners and staff to be active in providing material	Information collated on SLLP website in appropriate format	Website updated monthly
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PLAN FOR 2015-16**5. POWERFULLY INFLUENCE THE LEARNING AGENDA LOCALLY, REGIONALLY AND NATIONALLY**

Objectives How do we get there	Critical success factors What do we need to do well	Key performance indicators How do we measure how well we are doing	Targets How do we know what a good result is
5.1 Develop new partner relationships and a plan to communicate key messages	Develop communication plan	New partners contacted Key messages conveyed	Plan by 30 November 2016
5.2 Hold countywide seminar for Principles of Adult Learning Providers and NIACE.	Develop agenda	Learning Seminar held	Attendance and feedback from partners by end October 2015. Communication of message directly to decision makers in Government (local and national).

6. MEASURE PROGRESS AND RESULTS TO HELP IMPROVE FUTURE ACTIVITIES IN SURREY AND BEYOND

Objectives How do we get there	Critical success factors What do we need to do well	Key performance indicators How do we measure how well we are doing	Targets How do we know what a good result is
6.1 Continue to develop SLLP quality assurance reporting systems	Exercise continuous quality improvement	Quality Improvement Plan acted on	Quarterly QI meetings Annual Self Assessment Review Quality Improvement Plan
6.2 Demonstrate Impact	Maximise engagement of partner resources	Impact and Pound Plus Reports produced	4 Quarterly Community Impact Reports 4 Quarterly Pound Plus Reports 4 Quarterly Income/Expenditure Reports 1 Quarterly Learner Impact Report by end of July 30 Case studies showing learner progression, benefits to learners and resulting cost savings (see below).

PLAN FOR 2015-16**7. DEVELOP THE ORGANISATION**

Objectives How do we get there	Critical success factors What do we need to do well	Key performance indicators How do we measure how well we are doing	Targets How do we know what a good result is
7.1 Implement funding strategy to increase the range of sources of funding	Implement strategy and monitor progress	Full cost recovery measures implemented SLLP aware of all funding opportunities and support secured from corporate sponsors	All project budgets agreed with CEO and reflect SLLP staff costs 6+ significant funding bids made and 6 presentations made. £50k funding contribution to central costs secured by end October 2015 and £50k by Feb 2016
7.2 Demonstrate exceptional value to secure 2015-16 funding for community learning	Increase uptake of adult learning in areas of need Set achievable plans and derive maximum benefit from all we do	Partnership infrastructures facilitated and supported Impact measures developed and full records of impact captured	110 learners engaged as a result of SLLP activity, (50 learners on job related activities) Impact of all projects scheme captured
7.3 Develop new opportunities	Agendas which cross learning to be explored to secure additional funding	Project resources secured	Project implemented and targets achieved
7.4 Maximise staff resource through effective job planning and training	Ensure sufficient staff resource and set achievable project plans Conduct appraisals with all staff Training and development plan implemented	Appropriate staff resources recruited to achieve plans Personal objectives based on plan and outcomes of appraisals Training is delivered in accordance with the plan	Plans achieved by agreed dates Positive feedback on achievements at appraisal and staff meetings Training booked by Feb 16 (including for data protection, health and safety, project management and community development)