

---

## Introduction

---

The Wandsworth Lifelong Learning team is part of the Council's Children's Services Department.. It is responsible for a wide range of lifelong learning activities and courses across the borough. The main functions of the service are to:

- deliver an extensive programme of part-time Community Learning
- apprenticeships to young people and adults
- accredited courses through an Adult Education budget
- work experience and preparation for employment

There is a high level of participation in all programmes with learners of all ages, backgrounds and experiences. Increasingly the focus of the service is on those who are most disadvantaged to enable improved access to learning and employment.

The following text has been extracted from **'New Chances, New Challenges' a document published by the Department for Business, Innovation and Skills. The Purpose of Government Supported Community Learning:**

- Maximise access to community learning for adults, bringing new opportunities and improving lives, whatever people's circumstances.
- Promote social renewal by bringing local communities together to experience the joy of learning and pride that comes with achievement.
- Maximise the impact of community learning on the social and economic well-being of individuals, families and communities.

The Lifelong Learning Development Plan reflects the work undertaken by the team and describes plans for the future in a measureable context. The Plan encompasses local and national priorities with the aim of targeting funding to maximise social and economic inclusion. On a local level the plan is directly linked to Wandsworth Council's corporate objectives.

## Wandsworth Borough Council Corporate Objectives

Wandsworth Borough Council has identified five broad medium to long-term objectives to guide its activity and service planning. They reflect resident priorities and other significant policy developments or commitments within the Council as a high level statement of its intent. Wandsworth Council will:

1. Deliver high quality, value for money services
2. Improve opportunities for children and young people with an emphasis on early intervention and preventative work
3. Make Wandsworth an attractive, safe, sustainable and healthy place
4. Promote health and well-being for all adults with personalised and preventative care and support for adults in need – including those in housing need
5. Build a prosperous, vibrant and cohesive community

---

## Landscape summary

---

Wandsworth is the largest inner London borough with a population of approximately 307,000 – a rise from 272,000 in 2001. Like most London boroughs Wandsworth is ethnically diverse with increases in the Black and Asian communities - 30% of the population are from ethnic minority groups. Recent National Insurance data also shows a rise in registrations from many European countries, particularly Italy, France and Poland. There are many more 20-44 year olds than is the case for London generally, with 54% of the population in this group.

The index of Multiple Deprivation analysis ranks Wandsworth as 102 of 326 on the average score. The highest levels of deprivation in the borough are concentrated in the wards of Latchmere, Roehampton and Queenstown. There are also concentrations of deprivation in the Tooting area. As with most parts of London, areas of deprivation are closely located to areas of extreme advantage and the borough is set to benefit from the regeneration of the Nine Elms area which will provide up to 25,000 jobs over the next 20 years. The Nine Elms development is currently the largest regeneration project of its type in Europe.

- 40% of Londoners leave school without basic English and maths.
- There are 800,000 Londoners paid below the London Living Wage
- Research shows that low pay is often persistent: in a national study, of every four people in low pay in 2001, three were still low paid a decade later.
- London creates jobs, but Londoners are not always well placed to get them.
- There is a growing older population.
- Unemployment is above national average and there are pockets of long term unemployed.
- There is a growing migrant population who require ESOL.
- People are spending longer in work, leading to a need for mid-life retraining.
- Almost 100,000 (10%) 16-24 year old Londoners are Not in Employment, Education or Training (NEET), a slightly lower rate than the national average.
- Groups such as young people and care leavers particularly miss out on the training and job opportunities that the capital has to offer.
- Londoners need to be equipped and supported to grasp the opportunities that living in a global city creates.
- The number of people with a disability is increasing, resulting in a growing LLDD need.

### Lifelong Learning Mission Statement

“All Wandsworth residents will have access to a wide range of high quality learning opportunities in a safe learning environment. Provision will be demand-led, flexible and held at times and in places designed to meet the needs of learners, employers and the local community. The Lifelong Learning team aims to improve the quality of life skills and employability of residents in the Borough, making Wandsworth a vibrant, prosperous learning community.”

---

### **Equality, diversity and widening participation**

---

WCLL and the Lifelong Learning Development Group will continue to work with partners to identify additional funding and more opportunities to extend the widening participation programme. This programme has been very successful and has become an established route to develop new courses and attract under-represented groups into learning.

The Lifelong Learning team includes outreach workers who work with community providers to develop learning which will attract hard-to-reach and priority groups – these include people who experience difficulty or barriers to learning: for example, people with disabilities and learning difficulties, adults requiring employability skills, BAME groups, lone parents and older learners. Projects such as *Info-able*, funded by the European Union and Wandsworth's Widening Participation Fund, will be at the heart of reaching Wandsworth's diverse communities to promote learning in exciting and innovative ways. Typically, in the region of 15-20 community based projects per year have been supported by the Widening Participation fund.

The Learner Support Fund will also continue to be used to provide additional support and facilities for people who would not otherwise be able to participate.

---

### **Key delivery priorities for CL provision – Curriculum 2017/18**

---

- Courses or activities that support Basic English and maths skills
- Courses or activities that support ESOL: target and sub-set for learners' needs
- First rung - supporting students into work or further study - Courses or activities that offer employability skills and tailored training provision to engage those furthest from the workplace or learning
- Courses and activities that promote and develop confidence building, communication skills, personal presentation, and individual resilience
- Enterprise
- IT and digital - Courses or activities that introduce people to digital technology, social media and ICT skills
- Health and wellbeing
  - Courses and activities that promote and develop confidence building, communication skills, personal presentation, and individual resilience
  - Courses or activities that contribute to older people's health and quality of life by enabling them to stay physically and mentally active and promote their fitness and wellbeing
  - Courses or activities that support healthy lifestyles, nutrition and wellbeing
- Courses or activities that support and promote Family Learning activities
- Enrichment programmes that will improve wellbeing or lead to a job change (provide infrastructure and income generation)
- Provide clear progression routes - Informal ESOL and Functional Skills provision that provides a stepping stone to more formal/regulated provision
- Courses or activities that will engage disadvantaged priority groups in learning, specifically engaging adults with special needs (disability and learning difficulties), the socially isolated, adults suffering from mental health conditions, adults moving towards independent living and families on low incomes

---

## Key delivery priorities for CL provision – Priority Groups 2017/18

---

Those who;

- are furthest away from work
- are in low paid employment and/or are low qualified
- have a government entitlement to basic skills and/or up to level 2
- are socially isolated (or at risk of social isolation)
- live in an area of poor social cohesion
- have a health or wellbeing issue
- require LLDD support
- are older learners requiring some form of interaction with society
- are underachieving or under-represented
- who need to retrain
- Learners whose first language is not English
- Learners without a level 2 qualification
- Men who are traditionally under-represented in adult learning

---

## Criteria for Assessing Expressions of Interest

---

In addition to the above, all proposed CL provision will be required to meet the following criteria:

- The proposed target group is one of those defined above.
- Appropriate safeguarding arrangements are in place.
- Mechanisms are in place to properly assess learner needs, and to provide information, advice and guidance to learners.
- Adequate resources are available to learners, and are appropriate to the target group.
- There are suitable safe venues for delivery of adult learning
- The organisation has effective mechanisms and/or strategies to monitor the quality of provision.
- The organisation has up to date policies in place including Health & Safety, Diversity and Safeguarding.
- The organisation has adequate procedures in place to ensure the safeguarding of vulnerable adults
- The organisation has appropriate insurance cover.
- Financial viability of the organisation.
- The organisation has a past track record of delivering community based learning.
- Suitable references are available.

---

## Commissioning timeframe

---

The next opportunity to apply for Community Learning Funding will be in May 2017. This will be for activities to be delivered from 1st August 2017 up to 31st July 2018. Applications will be accepted until 5pm on Wednesday 31st May 2017.

---

## Bidding process

---

To be considered for funding under the Community Learning fund organisations must complete a **Community Learning Expression of Interest** form for 2017/18. This form asks some general questions about your organisation and helps us establish if your organisation is in a position to deliver good quality Community Learning programmes in line with our overall mission. We also ask for references and for you to confirm that you have the necessary relevant up to date policies.

The form only needs to be completed once every academic year (August - July) but needs to be completed by all potential providers whether we have worked with you before or not.

The completed **Community Learning Expression of Interest** forms are considered at a panel meeting consisting of Wandsworth Lifelong Learning staff and members of the Lifelong Learning Development Group. Decisions will be made by the panel as to whether your organisation meets the requirements to be a delivery partner.

The schedule for commissioning is as follows:

EOI Schedule 2016/2017	
Activity	Community Learning
Expressions of Interest distributed	24/05/2017
Expressions of Interest Returned	16/06/2017
Evaluation Panel	22/06/2017
Responses to EOI's	30/06/2017
Due Diligence Checks	21/07/2017
Budgets & Profiles Agreed	21/07/2017
Service Level Agreements	21/07/2017
Monitoring Forms*	28/07/2017
Training	01/08/2017

The panel will meet within 2 weeks of the dates given and you will be informed of their decision within a week after that. If the panel agrees that your organisation meets the requirements to be a delivery partner you may apply for the learning activities you wish to run.

An *Expression of Interest* may be submitted at the same time as your first application to run learning activities and any such applications will be considered at the same panel meeting.

Please note that the panel will reject **all** incomplete applications.

All organisations that submit a successful *Expression of Interest* will receive an onsite visit from Wandsworth Lifelong Learning which will happen as soon as possible after the panel decision. You will be required to produce copies of relevant certificates but in particular please note the following:

A provider must produce evidence that all tutors have been appropriately checked and that they have undertaken training in the following within the last two years:

- safeguarding;
- equality and diversity or managing diversity;
- Extremism/radicalisation.

Copies of certificates will be required.