

Fife Community Planning Partnership

COMMUNITY LEARNING & DEVELOPMENT PLAN 2015-2018

*Community Learning & Development makes a
positive difference to the lives of individuals and
the health & wellbeing of communities*



Foreword

Welcome to the 2015-2018 Community Learning and Development Plan. Since the first Community Learning Strategy was published in 2000 we have worked as a partnership to promote new and more integrated ways of working to deliver better services to the people and communities of Fife. This new plan builds upon strong foundations established during this period.

It brings together the results of a year's work with CLD partners and stakeholders that has included:

- Review of the Fife CLD Partnership Structure
- Partners' Conference
- Youth Work Conference
- Meetings with Partner Agencies
- Learner Focus Groups/Consultation

Future engagement, focus groups, workshops and events will continue to drive this work and ensure that we respond to local need, support community planning in Fife and meet the gaps in services and activities which have been identified.

This is just the start of an ongoing conversation and further work is needed to ensure our communities recognise and use the assets they have in order to truly shape the future of Fife. Fife is rightly proud of its partnership work and there is a strong base to build on. What the Fife CLD Plan and 7 Area Plans give us are the means to ensure that our communities now become an equal partner.

It presents an ambitious agenda that addresses the priorities outlined by the Scottish Government and Fife's Community Plan and will provide a considerable challenge for partner agencies and service providers over the next 3 years.

Cllr David Ross
Chair Fife Partnership
September 2015



Contents

	Foreword	2
	Contents	3
1	Introduction	4
2	Policy Context	6
3	Assessment of Community Need	7
4	Partnership Structure	9
5	CLD Priorities for Fife	12
6	Quality Improvement in CLD	27
7	Reporting Performance	28
8	Workforce Development	29
9	Consultation Process	30
Appendix 1	Policy Context	
Appendix 2	CLD Outcomes	
Appendix 3	National Standards for Community Engagement	



1. Introduction

The key purpose of Community Learning & Development is to *“empower people, individually and collectively, to make positive changes in their lives and in their communities, through learning”* (CLD: Strategic Guidance for Community Planning Partnerships June 2012). CLD delivers locally accessible learning and development for young people, adults and local organisations in community settings across Fife. It is characterised by partnership working, at both Fife wide and area level which brings together resources from Fife Council and other services and agencies e.g. Police, College, Skills Development Scotland, the Third Sector and NHS Fife, to address identified needs in communities. This community development approach is why national guidance on CLD is directed to Community Planning Partnerships.

The key priorities identified by the Scottish Government for CLD Partnerships in the Strategic Guidance to CPPs are:

- Improved life chances for people of all ages through learning, personal development and active citizenship;
- Stronger, more resilient, supportive, influential and inclusive communities

Furthermore, the Guidance explains that CLD partners should aim to deliver CLD outcomes through:

- Community development (building the capacity of communities to meet their own needs, engaging with and influencing decision makers);
- Youth work, family learning and other early intervention work with children, young people and families;
- Community-based adult learning, including adult literacies and English for speakers of other languages (ESOL);
- Volunteer development;
- Learning for vulnerable and disadvantaged groups in the community, for example, people with disabilities, care leavers or offenders;
- Learning support and guidance in the community.

In September 2013 the Scottish Government introduced a legislative underpinning for CLD, The Requirements for Community Learning & Development (Scotland) Regulations’, which placed a legal requirement on local authorities to fulfil a lead role in the implementation of the strategic guidance including the publication of a 3 year CLD Plan in collaboration with other public sector providers and the third sector. The Regulations set out the following policy goals:

- To ensure communities across Scotland – particularly those that are disadvantaged – have access to the CLD support they need.
- To strengthen coordination between the full range of CLD providers – ensuring that CPPs, local authorities and other providers of public services respond appropriately to the expectations set by the CLD Strategic Guidance.
- To reinforce the role of communities and learners in the assessment, planning and evaluation processes, enabling them to shape CLD provision.
- To make the role and contribution of CLD more visible.



This plan outlines how the Strengthening Communities Partnership will address the national priorities and support the community planning process. It reflects the priorities of and describes the key contributions to the SOA Outcomes and Fife Community Plan themes (2012-2020):

- Increasing the capability of Fifiers to take action and make a difference to their communities
- Raising educational attainment and reducing educational inequality
- Improving the health of Fifiers and narrowing the health inequality gap
- Extending employment and skills opportunities

and through this will also contribute to the Fife Council Plan themes (2012-2017):

- Improving quality of life in local communities
- Increasing opportunities and reducing poverty and inequality

The CLD Plan (2015-2018) builds upon the achievements of its predecessor and addresses issues identified by the review process.



2. Policy Context

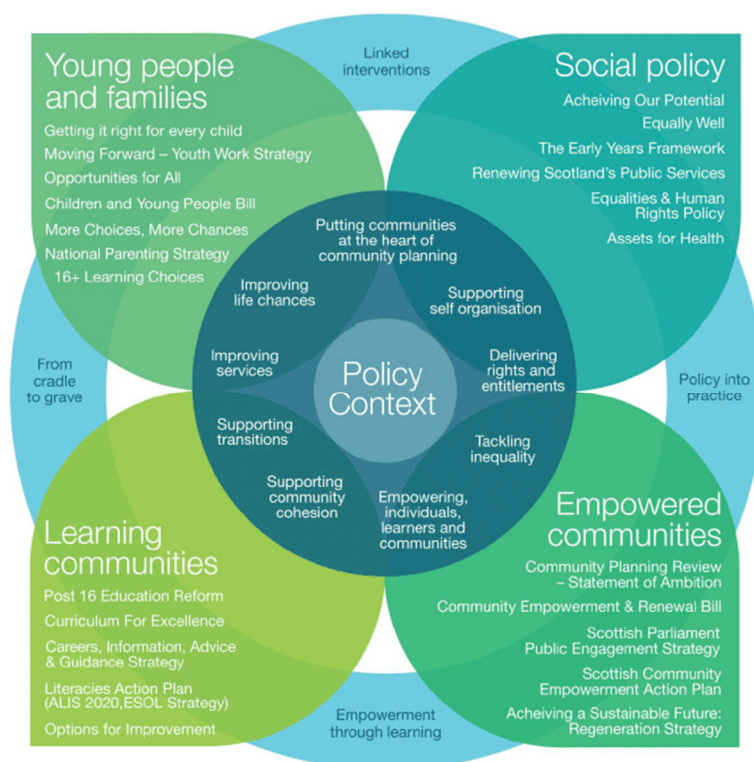
The Scottish Government's response to the Commission on the Future of Public Service Delivery set out a vision for how Scotland's public services need to change:

'We will empower local communities and local service providers to work together to develop practical solutions that make best use of all the resources available. The focus of public spending and action must build on the assets and potential of the individual, the family and the community rather than being dictated by organisational structures and boundaries. Public services must work harder to involve people everywhere in the redesign and reshaping of their activities'.

Renewing Scotland's Public Services
Scottish Government, 2011

Community Learning & Development through its focus on outcomes for learners and communities and on working with communities to realise and build on their own strengths or assets is identified in the Strategic Guidance as a means of delivering on Scottish Government priorities including its social policy frameworks for combating poverty, tackling health inequalities and prioritising early years.

Figure 1 - The Policy Context for CLD in Scotland



The National and Local Policy and Drivers for Community Learning and Development can be found in Appendix 1.

3. Assessment of Community Need

A Fife-wide strategic assessment process has been undertaken by the Fife Partnership with the dual function of supporting the delivery of the Single Outcome Agreement and Fife's Community Plan. The process has been designed to provide a robust, authenticated evidence base for identifying Fife Partnership priorities – down to a seven area level – for the next three years. These priorities will help to inform future work plans and area priorities, and will provide a solid foundation for any future refresh of Fife's Community Plan and associated documents.

The defined aim of the strategic assessment process has been to identify, assess and assist in the prioritisation of issues across Fife and those facing the seven local committee areas, providing a robust, wide-ranging evidence base that will allow local areas to make informed decisions in setting priorities that require medium to long term-action.

Through consideration of the Fife level information that has emerged from the data collection process, it is suggested that the following issues are high level Fife-wide priorities for joint resourcing work, for consideration by community planning partners, including Community Learning and Development providers:

- Community engagement and empowerment
- Anti-poverty
- Digital Participation

Recommendations for action were not provided with the assessment, the intent being that local community planning partners will fully consider the information presented in each section, producing - on the basis of the evidence provided - action plans that will set out how they propose to address these priorities.

Community Needs Assessment

In addition to the Fife Strategic Assessment, Community Learning and Development providers will continue to work with individuals, communities and other partners to identify the changing needs of Fife and respond appropriately through a co-ordinated, strategic approach as detailed in section 5 in this document. By working with existing networks such as community and youth forums, learner networks, workers' forums, area and operational partnerships and elected members, we will work to understand the local communities, whether geographical or communities of interest, and identify their needs in order to develop comprehensive local community profiles.

By using these profiles, along with the Fife Strategic Assessment findings and robust statistical information, we will endeavour to target resources at those most in need of support, in accordance with The Requirements for Community Learning & Development (Scotland) Regulations 2013.



Furthermore, the current welfare reforms are arguably one of the most important policy reforms impacting on Community Learning and Development (CLD) partners at the current time.

Here in Fife it is expected that Welfare Reform will reduce the amount of income to benefit recipients by about 5% – estimates suggest this will be £33-£40 million across Fife. As well as the individual and family impacts this will have consequences for local economies, particularly where there are greatest concentrations of benefit recipients.

CLD partners are seeing increasing demands being placed on its services due to the implementation of the reforms, however they are also well placed to take action and increase activity which will reduce the numbers of benefit sanctions and the length of sanctions imposed.

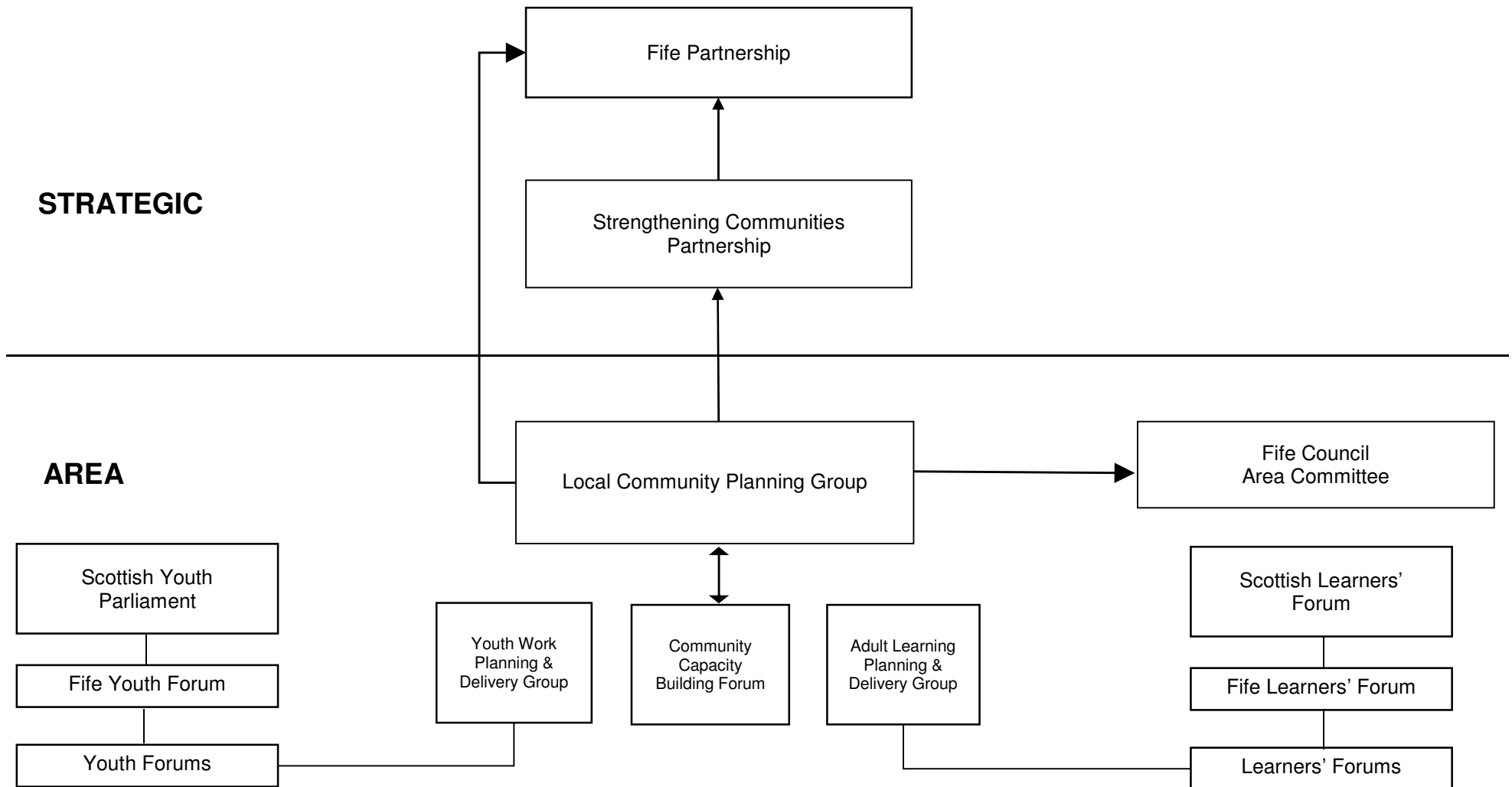
There are four key areas where CLD is sustaining and expanding delivery:

- Welfare Reform Triage Service
- Community Job clubs
- Digital Inclusion Work
- Use of Digital Volunteers

These delivery areas contribute to the wider area welfare reform and anti-poverty action plans.



4. Partnership Structure



Through the development of a new partnership structure for Community Learning & Development the opportunity to integrate Area CLD Partnerships and Local Community Planning groups has been taken thereby achieving one of the key principles in the Local Community Planning Framework for Fife, namely to de-clutter the number of local groups to improve the efficiency and effectiveness of local partnerships.

At Fife-wide strategic level, the Fife Partnership at its meeting of 9 June 2015 agreed to the creation of a Strengthening Communities Partnership to lead on the community plan outcome 'Increasing the capability of Fifiers to take action and make a difference to their communities' and the implementation of the CLD Strategic Guidance. This Strengthening Communities Partnership will replace the Fife CLD Partnership and its sub-groups; the Adult Learning Partnership and Youth Work Partnership.

The Partnership will assume the strategic planning and decision making functions, and, more specifically, will:

- Ensure delivery and scrutinise performance of the 'Increasing the capability of Fifiers to take action and make a difference to their communities' outcome theme activity addressing any risks or issues.
- Support the development, implementation, monitoring and evaluation of the CLD Plan and area delivery plans.
- Co-ordinate the activity of partner agencies in the pursuance of agreed joint strategic objectives.
- Approve joint action plans which identify agreed priorities, and which set out the more detailed implementation arrangements for partnership activity.
- Receive and consider reports of progress against agreed outcomes, instigating corrective actions and improvements as required.
- Ensure key dependencies are identified, that partners are sufficiently involved and that progress is being made.
- Provide a mechanism for debating issues of concern.
- Provide a strategic link with pan-Fife and national organisations and networks including any associated projects / initiatives at a Fife level.
- Establish best practice and promote to partner organisations.
- Consider how local and national developments impact on the theme and an appropriate response.

The membership of the group will comprise of managers from the following partner organisations who are in a position to make strategic decisions on behalf of their organisation:

- Fife Council, Community & Corporate Development and Education & Children's' Services
- Skills Development Scotland (SDS)
- Fife College
- Workers Education Association (WEA)
- Fife Cultural Trust (FCT)
- Fife Sports & Leisure Trust (FS<)
- Fife Voluntary Action (FVA)
- NHS Fife
- Police Scotland
- Youth 1st
- Enable
- Fife Equalities Hub



The Partnership will also work closely with other partnerships to deliver the Community Learning and Development Plan, including:

- Fife Community Safety Partnership
- Fife Health and Wellbeing Alliance
- Children in Fife Partnership

The Strengthening Communities Partnership will be supported by local Youth Work, Adult Learning, Community Capacity Building delivery groups and Area CLD Teams to ensure that partnership actions are implemented, monitored and evaluated at area level, through the development of area CLD delivery plans.



5. CLD Priorities for Fife

Fife Community Plan 2011-2020

The Fife Community Plan is the overarching strategic plan for Fife. It provides a framework and reference point for the other strategies and plans we put in place to deliver the outcomes in the community plan. The CLD Plan focuses on and supports the themes and outcomes of the Fife Community Plan and identifies the key improvement priorities for CLD partners for 2015-2018.

This plan responds to the priorities of the CLD Strategic Guidance and describes the range of actions to be taken by the Strengthening Communities Partnership to support the delivery of the CLD Plan and outcomes of the Fife Community Plan.

- Establishing the Strengthening Communities Partnership
- Raise Educational Attainment and Reducing Educational Inequality
- Increasing the Capability of Fifers to Take Action and Make a Difference to their Communities
- Improving the Health of Fifers and Narrowing the Health Inequality Gap
- Extending Employment and Skills Opportunities

The CLD outcomes for Fife can be found in Appendix 2.



5. Strategic Actions

Establishing the Strengthening Communities Partnership and Agreeing Collaborative Actions

Evidence of Need	Actions	Time-scale	Measure of Success
Partners have indicated that there is a need to Improve joint planning, delivery and evaluation of services (Source: local planning & delivery group feedback; Partners conference)	<ul style="list-style-type: none"> Establish Strengthening Communities Partnership and develop revised structure, governance and group remits for planning and delivery groups 	Year 1	Fit for purpose structure in place to ensure co-ordinated planning, decision making and delivery. CLD partners own and are committed to the delivery of the CLD Plan
	<ul style="list-style-type: none"> Support the development of 7 outcome focussed Area CLD delivery plans 	Year 1	Local outcomes reflecting local need and integrated into Local Community Plans
	<ul style="list-style-type: none"> Develop processes for all partners to develop and share community needs data and evidence to inform priorities and identify shared outcomes 	Year 2	Systems are in place for appropriate data sharing
	<ul style="list-style-type: none"> Roll out of Quality Framework planning, self-evaluation and improvement methodologies across Strengthening Communities partner organisations 	Year 1-2	Partners can demonstrate the impact of services through joint outcome focussed approaches
	<ul style="list-style-type: none"> Support partners to prepare for, and take ownership of HMle Inspection process 	Year 1-2	Partners fully understand the HMle inspection framework and understand their role
Good practice and success stories are shared but the approach is inconsistent (Source: Partners conference)	<ul style="list-style-type: none"> Promote, market and utilise Learning Kingdom website as partner information hub and to share good practice and successes 	Year 1	The Learning Kingdom website is systematically utilised by fully trained staff and partners

<p>There is a requirement to support the development of the workforce in implementing all aspects of the CLD Plan (Source: Training Needs Analysis, Tayside and Fife CPD Partnership 2014; A Learning Culture for the CLD Sector, CLD Standards Council)</p>	<ul style="list-style-type: none"> Support further sharing of training and CPD programmes across all partner organisations Continue to work as part of the Tayside and Fife CPD Partnership in the development and delivery of relevant workforce development activity for the wider CLD workforce Oversee the implementation of the Education Scotland Improvement and Innovation Fund 	<p>Ongoing</p> <p>Ongoing</p>	<p>Fully trained and knowledgeable staff and partners and all aspects of the CLD Plan delivered effectively</p> <p>Development funding utilised to identify training needs and subsequent upskilling of staff and partners to deliver CLD Plan priorities</p>
<p>The methods for assessing needs of communities are inconsistent and sporadically applied (Source: Partners Conference; Best Value 2 Readiness Assessment: Community Engagement)</p> <p>CLD provision does not always reflect local need (Source: Analysis of Know-Fife data and management information)</p>	<ul style="list-style-type: none"> Expand existing knowledge and experience to build an in-depth understanding of people's needs, strengths and aspirations through sustained, systematic dialogue Support the cascade of training across all partnership groups around community engagement and needs assessment Develop detailed local area profiles utilising Know-Fife dataset and professional local knowledge and relationships Develop sustainable approaches to involve learners, young people and communities in the process of identifying needs Develop processes to continually assess the degree to which needs are being met Promote and implement the National Standards for Community Engagement (Ref: CLD Outcome 5, 6, 7) Provide support for Partners and other stakeholders via the newly established Community Engagement Champions Network. 	<p>Year 1 onwards</p> <p>Year 2</p> <p>Year 2</p> <p>Year 2-3</p> <p>Year 2-3</p> <p>Year 1-2</p> <p>Year 1-2</p>	<p>There is increased understanding of needs amongst partners at the local level.</p> <p>Partners systematically share data on needs, outcomes and impact, and area profiles published, shared and continuously reviewed.</p> <p>Sustainable mechanisms developed to involve local learners in the process of identifying needs.</p> <p>Partners work effectively together to deliver and develop services that meet strategic and local priorities.</p>



<p>There is evidence of a need to increase involvement of learners, young people and communities in shaping CLD delivery, particularly those who would benefit most from CLD input <i>(Source: Statement of Ambition for Adult Learning in Scotland, Learners consultation; Professional intelligence; Partners Conference)</i></p>	<ul style="list-style-type: none"> Support local planning and delivery groups to develop innovative approaches to involve learners, young people and communities in the planning, co-production and evaluation of learning programmes 	Ongoing	<p>CLD provision reflects the contribution of learners, young people and communities in the planning, delivery and evaluation process</p> <p>Resources are allocated to where there is most need.</p>
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Community Plan Long Term Outcome: Raising Educational Attainment and Reducing Educational Inequality

CLD Intermediate Outcome	1. Improved Progression of Community Based Learners along a Learner Pathway 2. Young People Create, Describe and Apply their Learning Skills 3. Young People's Perspectives are Broadened Through New Experiences and Thinking		
Evidence of Need	Actions	Time-scale	Measure of Success
Local provision not always reaching all those who can benefit (Source: Learning Network feedback; Partners conference and management information)	<ul style="list-style-type: none"> Better marketing and awareness raising of community learning provision through creative, social and traditional media approaches 	Year 1	Increased engagement with learners not currently involved in learning Learners overcome barriers to engagement and achieve positive outcomes
Feedback indicates learners want more accredited training as a progression route (Source: Fife Learning Network survey)	<ul style="list-style-type: none"> Work with Fife College and appropriate training providers to promote and further develop accredited and certificated learning opportunities 	Year 2	Learning programmes are offered at a range of levels from taster sessions to certificated courses
Engagement not always sustained and opportunities for further development/progression not maximised (Source: Partners conference)	<ul style="list-style-type: none"> Support positive transitions by ensuring CLD partners are well informed about progression opportunities Further develop Individual Learning Planning processes to ensure that goal setting is central to the learning process and learners recognise its value and role in their learning journey 	Year 2 Year 2	Evidence of retention and progression of learners within CLD partners provision Learners are clear about their goals and are able to articulate the skills gained during their learning journey and the impact on their lives



Community Planning Strengthening Fife's Future

CLD Intermediate Outcome	4. Young People and Adults have the literacy and numeracy skills needed to cope with everyday life and reach their full potential		
Evidence of Need	Actions	Time-scale	Measure of Success
<p>Adult with literacies issues are more likely to have low income and lower level employment <i>(Source: Scottish Survey of Adult Literacies; Adult Literacies PDSA; Strategic Assessment; ALiS 2020)</i></p>	<ul style="list-style-type: none"> Improve targeting of Literacies provision Provide high quality learning and teaching so that adult literacies learners in Fife can achieve their goals. 	<p>Year 1</p> <p>Year 1 onwards</p> <p>Year 1 onwards</p>	<p>More people have the opportunity to improve literacy and numeracy skills in a community setting</p> <p>Increase the number of Fife’s adults who have the literacy and numeracy skills needed to cope with everyday life and reach their full potential</p> <p>Qualified and skilled staff offering a quality learning experience</p>
<p>One of the key factors linked to lower literacies capabilities is poverty, with adults living in the 15% of the most deprived areas in Scotland being more likely to have literacies capabilities at the lower end of the scale <i>(Source: ALiS 2020; Fife Employability Pathway Review – University of Glasgow; Welfare Reform Steering Group)</i></p>	<ul style="list-style-type: none"> Increase delivery of financial literacies courses Increase financial capability and personal budgeting skills for those with identified need 	<p>Year 2-3</p> <p>Year 2-3</p>	<p>Increased engagement in financial literacies short courses</p> <p>Learners literacy and numeracy skills required to underpin everyday financial activities will be enhanced in a supportive environment</p>

Community Plan Long Term Outcome: Increasing the Capability of Fifiers to Take Action and Make a Difference to their Communities

CLD Intermediate Outcomes	5. Communities' Have the Capacity to Identify and Address Local Issues 6. Community Organisations' Have the Capacity to Plan, Manage and Evaluate Their Activities		
Evidence of Need	Actions	Time-scale	Measure of Success
<p>Partners have identified the need to be able to respond positively to the Community Empowerment Act and the Council's decentralisation agenda <i>(Source: Fife Strategic Assessment, Partners conference)</i></p> <p>Requests for assistance from community organisations <i>(Source: Community Capacity Building health checks)</i></p>	<ul style="list-style-type: none"> Work with appropriate partners to agree and develop the new Community Capacity Building framework and programme of support in order to avoid duplication of services 	Year 2	Strong community organisations able to influence and directly deliver services.
	<ul style="list-style-type: none"> Work with partners to develop and adopt an asset based approach for community development 	Year 2	Increase in communities' involvement in developing an asset based approach and co-designing services.
	<ul style="list-style-type: none"> Support the development of a programme of learning and development opportunities for communities and community organisations which address identified need 	Year 2	Tailored learning opportunities for communities are delivered
	<ul style="list-style-type: none"> Support the development of programmes for young people to participate safely and effectively in groups 	Year 2	Stronger and more confident individuals and communities across Fife.

CLD Intermediate Outcomes	7. Improve Participation in Local Community Planning and Local Democratic Processes 8. Young People Are Confident, Resilient and Optimistic For the Future 9. Young People Express Their Voice and Demonstrate Social Commitment		
Evidence of Need	Actions	Time-scale	Measure of Success
<p>There is evidence of a need to increase involvement of learners, young people and communities in local community planning and democratic processes <i>(Source: Community Empowerment Act; evidence from Participatory Budgeting initiatives; Strategic Assessment; Best Value 2 Readiness Assessment: Community Engagement; Fife Partnership identified priorities for joint resourcing)</i></p>	<ul style="list-style-type: none"> Refresh Community Engagement Strategy for Fife Fully implement and embed updated National Standards for Community Engagement for effective and sustainable engagement relevant to requirements Develop new, creative approaches to involve learners, young people and communities in the planning, co-production and evaluation of learning programmes via local area partnership groups Encourage the development of Participatory Budgeting at local level Gather evidence to show that we are involving community organisations and individuals in local community planning and democratic processes, and to demonstrate the impact this is having 	<p>Year 1</p> <p>Year 2</p> <p>Year 2-3</p> <p>Year 2-3</p> <p>Year 2-3</p>	<p>The refreshed Community Engagement Strategy is fully adopted and implemented by all partners</p> <p>Increase in the number of individuals and groups involved in local community planning processes</p> <p>Systems in place to evidence community involvement in local community planning and the changes made as a result of the involvement</p>
<p>There is evidence to suggest that we do not fully engage with faith and minority groups <i>(Source: Partners conference; Adult learning partnership feedback)</i></p>	<ul style="list-style-type: none"> Strengthen links with Equalities Hub for improved engagement with faith and ethnic minority groups 	<p>Year 1</p>	<p>Greater awareness of the needs of faith and ethnic minority groups</p> <p>Evidence that provision is adapted to meet those needs</p> <p>Increase in the number of faith and ethnic minority groups involved in CLD provision</p>

<p>The Youth Work sector has identified the need to develop political literacies in response to the Referendum and SYP elections and lowering of the voting age (Source: Youth Work Review, Youth Work Partnership)</p>	<ul style="list-style-type: none"> Oversee the implementation of Children and Young People's Participation Strategy 	<p>Year 1 onwards</p>	<p>Increased number of young people involved in youth forums, pupil councils and SYP elections</p>
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Community Plan Long Term Outcome: Improving the Health of Fifers and Narrowing the Health Inequality Gap

CLD Intermediate Outcome	10. People Experiencing Difficult Life Circumstances Have More Skills, Strengths and Opportunity To Improve Their Health and Wellbeing 11. Communities Develop Local Initiatives Which Create Supportive Social Networks, Increase Participation in Community Activity and Improve Health and Wellbeing.		
Evidence of Need	Actions	Time-scale	Measure of Success
Partners have indicated the link to the Health & Wellbeing Alliance has been lost in recent times <i>(Source: Partners conference)</i> Those in top 20% SIMD data zones more likely to be at risk of poorer health <i>(Source: Strategic Assessment; Know-Fife dataset)</i>	<ul style="list-style-type: none"> Strengthen the working relationship between CLD planning partners and the Health & Wellbeing Alliance in order to develop clearer understanding of Health Inequalities and how CLD provision can help to address these Work with Health & Wellbeing Alliance to identify and support locally delivered initiatives Continue to work with partners to target resources and support at the top 20% SIMD data zones Develop process to share research and intelligence across the Strengthening Communities partnership 	Year 1 onwards Year 1 onwards Year 1 onwards Year 2 onwards	CLD programmes provide opportunities for learners to improve their health and wellbeing Increased numbers of those resident in top 20% SIMD data zones reporting that their health & wellbeing has improved Effective reporting of CLD contribution to the Health & Wellbeing Strategy

<p>There is evidence that CLD provision has a positive effect on those who are participating in CLD activity (Source: Fife Learning Network survey; programme evaluations)</p> <p>Partners and staff have identified the need for support to identify a range of health issues and how to support young people and learners (Source: Youth Work Review; local planning and delivery groups)</p>	<ul style="list-style-type: none"> • Support the delivery of programmes to improve learners and young people's personal confidence, self-esteem and health and wellbeing • Support the delivery of appropriate programmes so that learners and young people have the skills to manage their personal, social and formal relationships • Update CLD's Family Learning policy and support the development of family learning activity at local level • Work with health partners to seek to improve access to services 	<p>More participants report that their health and wellbeing has improved as a direct result of CLD activity</p> <p>More families learn together in intergenerational learning programmes in their local area and achieve positive outcomes</p> <p>Staff and partners are knowledgeable and trained in health inequalities and are able to support young people and learners effectively</p>
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Community Plan Long Term Outcome: Extending Employment and Skills Opportunities

CLD Intermediate Outcome	12. Improved Skills and Employability Of Young People and Learners with a Particular Focus on Those Living in Areas of Disadvantage		
Evidence of Need	Actions	Time-scale	Measure of Success
<p>Scotland continues to lag behind other parts of the UK in relation to digital skills (30% lack digital skills compared to a UK figure of 21%). The recent Carnegie UK report, 'Digital Participation in Dumfries and Kirkcaldy' (February 2015) highlighted the need to address the lack of interest of people who are not regularly on line (Source: Carnegie UK Report)</p> <p>Recent feedback highlighted the need for basic digital skills provision to support people to get online (Source: Strategic Assessment; Partners Conference; Fife employability Pathway Review – University of Glasgow)</p>	<ul style="list-style-type: none"> Map Fife's refreshed Digital Participation Strategy with the new national Digital Outcomes Framework Co-ordinate partner delivery of embedded digital skills programmes ensuring a wider range of digital opportunities Monitor digital skills provision in local delivery plans to ensure a shift towards provision which addresses the need for basic digital skills 	<p>Year 1</p> <p>Year 2-3</p> <p>Year 1 onwards</p>	<p>Published outcome focussed Digital Participation Strategy</p> <p>Increased range of opportunities for learners to improve their digital skills</p> <p>Increased number of basic digital skills courses as a % of total Digital Skills courses delivered</p> <p>Increased number of learners with basic digital skills required to get online</p>
<p>As a result of benefit sanctions, there is a substantial increase in the need for support at Community Job Clubs (Source: JSA sanctions by local authority: Stat Xplore DWP; Cognisoft Statistics, Welfare Reform Steering Group)</p>	<ul style="list-style-type: none"> Increase awareness of and access to Community Job Clubs through targeted marketing and the delivery of local Welfare Reform and Anti-Poverty Action Plans 	<p>Year 1 onwards</p>	<p>All new benefit claimants are aware of Community Job Club provision and support</p> <p>Increase in the numbers attending community job clubs</p> <p>Reduction in the number of people being sanctioned</p>

<p>Feedback from local employers, schools staff and others suggests that there is a need to support young people to develop foundation and core skills to increase their employability and training options (Source: <i>Developing the Young Workforce – Scotland's Youth Employment Strategy (2014); Youth Work Review</i>)</p>	<ul style="list-style-type: none"> • Monitor the impact of employability activities to ensure transition support for learners and young people (Ref: CLD Outcome 1 & 4) • Develop closer links with Opportunities Fife to improve progression routes from CLD programmes into supported training and employment pathways • Support the development of a core programme of training for employability work in CLD settings • Promote celebration of learner and young people's achievements 	<p>Year 1-2</p>	<p>Increase in the number of young people in positive destinations</p>
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CLD Intermediate Outcome	13: Volunteers will be Empowered to Make Positive Changes in their Lives and Communities 14: Volunteers Develop Transferrable Skills		
Evidence of Need	Actions	Time-scale	Measure of Success
<p>The devolvement of many roles to local groups means the role of volunteers will become more integral over the next few years (Source: <i>Fife Strategic Assessment</i>)</p> <p>Feedback from learners and young people indicate requirement for opportunities to volunteer (Source: <i>Learning Network survey; local planning and delivery groups; Youth Work Review – Employability</i>)</p>	<ul style="list-style-type: none"> • Develop a co-ordinated approach with partners and other 3rd sector organisations to identify and provide volunteering opportunities • Embed the use of Volunteer Support Frameworks across the Strengthening Communities Partnership • Work with partners to identify possible progression routes for volunteers 	<p>Year 1-2</p> <p>Year 1-2</p> <p>Year 2</p>	<p>Systematic process in place to ensure volunteering opportunities are co-ordinated, marketed and managed effectively</p> <p>Increased numbers of volunteers progressing into employment</p> <p>Volunteers are fully supported and are able to articulate the skills gained during their volunteering and the impact it on their lives</p>

<p>Voluntary organisations increasingly reliant on volunteers to help deliver their outcomes <i>(Source: Strategic Assessment; Fife Employability Pathway Review – University of Glasgow)</i></p>	<ul style="list-style-type: none"> Promote celebration of volunteer achievement 	<p>Year 1 onwards</p>	<p>Volunteers are publicly recognised for their contribution to services in Fife</p>
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6. Quality Improvement in CLD

The Fife Partnership is committed to excellence, ensuring delivery of high performing, quality services that meet the needs of users and communities.

Education Scotland's 'A Framework for Evaluating the Quality of Services and Organisations – the Overarching Framework' is firmly based on the principle that the most effective way of improving standards of service is to use a combination of rigorous evidence-based self-evaluation alongside independent external inspection.

The Quality Framework for CLD is built on these foundations and brings together the activities and information required to support quality improvement across the partnership and support the requirements of the national quality framework for CLD – How Good is Our Community Learning and Development 2? (HGIOCLD2?).

The Quality Framework covers:

- Outcome Focussed Planning
- Gathering Evidence and Measuring Impact
- Management Information and Performance Improvement
- Outcome Focussed Evaluation
- Peer Review (based on HGIOCLD2?)
- Workforce Development

The framework was implemented in Fife Council CLD Service in 2009 and its effectiveness has been evident in recent HMIE Learning Community Inspections. Further work is required to work with partners to deploy and embed it across the new Partnership structure to ensure better joint planning, monitoring and evaluation. By embedding the partnership Quality Framework across all providers, community learning and development will aim to deliver better services and continue to improve the quality of life for people living in Fife.

Evaluating the Plan

Building on the requirements of the Quality Framework, regular, ongoing monitoring of performance and impact at project and area delivery plan level will culminate in a Fife-wide evaluation of the CLD Plan at the end of the first period of the plan and annually thereafter. Improvement actions from this evaluation will inform future versions of the CLD Plan.



7. Reporting Performance

The new Strengthening Communities Partnership will manage and oversee the delivery of the Community Plan Theme, 'Increasing the capability of Fifiers to take action and make a difference to their communities' and the implementation of the Community Learning and Development Strategic Guidance.

It will receive reports from Local Community Planning Partnerships, Area Teams, Community Engagement Delivery Group / Community Engagement Champions Network, Digital Participation Action Group, ESOL Strategy Group, Adult Literacies Partnership and the Big Shout Partnership in order to monitor progress against agreed outcomes and instigate corrective actions and improvements as required.

In turn, the Strengthening Communities Partnership will regularly report progress to the Fife Partnership on:

- Performance in relation to the 'Increasing the capability of Fifiers to take action and make a difference to their communities' outcome.
- Progress on delivery of the 3 year CLD Action Plan.
- Progress on implementation of the provisions within the Community Empowerment Act.
- Implementation of the Community Engagement Strategy.
- Embedding of digital skills within partner provision and levels of digital participation.

The Strengthening Communities Partnership will also share progress with other partnerships and organisations.

At area level, CLD plans will report into Local Community Plans. Progress reports will be taken to Area Committees twice per annum.

The Learning Kingdom

The Strengthening Communities Partnership website (The Learning Kingdom) provides a one stop shop for all the key resources required by CLD practitioners and offers a portal for practice sharing. Upon registering, partners can access and contribute to the following information:

- CLD National & Strategic developments
- Latest news
- Upcoming events
- Key documents relating to all partnership groups
- Quality Framework documents
- Area projects success
- Learner achievement celebration events



8. Workforce Development

The Strengthening Communities Partnership recognises the crucial role it will play in promoting, supporting and organising workforce development.

Workforce Development may take a number of forms and is supported in a number of ways, including the sharing of training programmes and resources, as well as specific partner training events and development sessions that meet the needs of the Partnership. For example, the Fife Health and Wellbeing Alliance Health Improvement Training Programme provides a range of workforce training and learning opportunities to support Fife's health improvement agenda. It can also provide local tailored sessions for partners on understanding health inequalities and how CLD practice can change outcomes.

In addition to the resources we have in Fife, the Scottish Government has identified resources to invest in programmes of workforce development. This investment – the Improvement and Innovation fund – recognises the important role that partnerships play in the delivery of local outcomes, and the value of appropriate continuing professional development for the workforce. This funding is allocated to the Tayside and Fife CPD Partnership and a number of joint opportunities have been developed. Working as part of this wider partnership has allowed us to maximise this additional resource, whilst giving the workforce the opportunity to learn together and share practice with their counterparts from other partnerships.

We will continue to work closely with Education Scotland to further develop a range of learning approaches and opportunities for CLD practitioners to improve individual practice and professional development.

Future workforce development will build on these existing strengths to further develop awareness, capacity and competencies within the Partnership. It will focus on continued improvement as part of the overall Quality Framework therefore ensuring that workforce development needs will be identified and continuous improvement in practice will be supported.

The Strengthening Communities Partnership will facilitate the sharing of workforce development information between members and plan for improvement that will result in partners developing skills that lead to better outcomes for service users.

The Partnership will also continue to place great emphasis on the development of a learning culture, where workforce development will be progressed through the acquisition of competence-based skills and capabilities, underpinned by principles, values and ethics.

The workforce will be supported to take advantage of membership and registration with the CLD Standards Council for Scotland, reflecting their individual commitment to values, ethics and the CLD competences. The CLD workforce will also be supported to use the I-develop platform to access and share resources that further support their development and relevant practice sharing.



Figure 2 - CLD Competences



'Competent CLD workers will ensure that their work supports social change and social justice and is based on the values of CLD. Their approach is collaborative, anti-discriminatory and equalities-focused and they work with diverse individuals, communities of place or interest and organisations to achieve change.'

CLD Standards Council for Scotland

As a result of this commitment by the Strengthening Communities Partnership, the workforce involved in the field of CLD will have increased professional confidence, consistent standards of practice, a stronger shared identity, and will work in an open, supportive and inclusive way with all stakeholders.

11. Process and Consultation

Date	Action
2013-2014	Review of Fife CLD Partnership
September 2014 & February 2014	Fife Learning Network Survey
19 th September 2014	Community Capacity Building Conference
October 2014	Fife Learning Network Survey
17 th December 2014	Report to Fife Partnership Executive Group
January – March 2015	Youth 1 st Consultation with Voluntary Youth Work Sector
21 st February 2015	Youth Worker Conference
February – March 2015	Consultation with Adult and Youth Work Partnerships
March 2015	Fife Learning Network Survey
30 th April 2015	Initial Draft CLD Plan
18 th May 2015	Partners Conference
31 st May 2015	Revised Draft CLD Plan
17 th June 2015	Community Engagement Conference
1 st July 2015	Revised Draft CLD Plan presented to Fife Partnership Executive Group
1 st September 2015	Final CLD Plan to Fife Partnership
1 st September 2015	Publication and Launch of Fife CLD Plan



1. Key National Policy and Drivers

Renewing Scotland's Public Services: Priorities for Reform in Response to the Christie Commission (2011) places an emphasis on reforming public services through a decisive shift towards prevention; greater integration at a local level driven by better partnership working; improving and increasing workforce development opportunities and a sharper, more transparent focus on performance.

National Youth Work Strategy: Our Ambitions for Improving the Life chances of Young People in Scotland (2014) is a Scottish Government commitment to ensuring that Scotland is the best place for children and young people to grow up. The document stresses the importance of making sure that young people are at the heart of policy making, recognises the value of youth work opportunities to young people and communities, builds workforce capacity and ensures the service is able to demonstrate the impacts and evidence that youth work changes lives.

Adult Learning Statement of Ambition (2014) is a public statement on the Scottish Government's commitment to ensuring everyone in Scotland has access to high quality learning programmes and opportunities that meets their needs and aspirations. The statement recognises the transformational role that adult learning has in developing individuals, families, communities and the wider society.

Adult Literacies in Scotland 2020 (2010) aims to promote equal access to and participation in literacies learning for all adults. It is intended to promote equality of opportunity to those who face persistent disadvantage and to increase the numbers of people economically active across all groups within society. Successful implementation will significantly increase the numbers of adults with improved literacies capabilities in Scotland.

Welcoming Our Learners: Scotland's ESOL Strategy 2015-2020 (2015) re-affirms the Scottish Government's commitment to the delivery of high quality English Language provision to enable participation and integration in Scottish life through work, study, family and local community.

Community Empowerment Act (2015) has been introduced as a means of ensuring that local communities have a larger say in how those communities are developed and supported. It places an emphasis on communities being supported to do more for themselves and being more involved in decision and planning arrangements that directly affect that community. The new law makes it easier for communities to make more use of land, buildings and other resources for community benefit.

Children & Young People's Act (2014) strengthens the rights of children and young people in Scotland and places a responsibility on Scottish Ministers and all public bodies to consider how their actions and decisions will impact on the rights of children and young people. The Act also creates new pathways for supporting children and young people through earlier stages of intervention as a means of preventing crisis led responses from services and support agencies.

Curriculum for Excellence is the refreshed education and learning curriculum for all children and young people aged 3 – 18 years in Scotland. The Curriculum for Excellence aims to ensure that all children and young people develop the knowledge, skills and attributes they need now and in the future if they are to achieve in life, work and learning. There are 4 identified capacities that guide the development of the curriculum programmes - successful learner, confident individual, responsible citizen and effective contributor.

Developing the Young Workforce – Scotland’s Youth Employment Strategy (2014) was produced in response to the work of the *Commission for Developing Scotland’s Young Workforce*, chaired by Sir Ian Wood. The strategy sets out how the Scottish Government aims to address the 39 recommendations highlighted by the work of the Commission.

Local Policy and Drivers

Fife Community Plan 2011-2020 aims to strengthen Fife’s future by bringing together Fife’s public and voluntary organisations to work together with Fife’s communities. Our vision is to strengthen Fife’s future to make Fife a great place to live, work, visit and invest.

Fife & Area Strategic Assessments provide the evidence base for identifying priorities across Fife and those facing the seven committee areas within Fife. These priorities help to inform future work plans and provide a solid foundation for any future refresh of the Fife Community Plan and associated documents, including the Single Outcome Agreement. It allows local areas to make informed decisions in setting priorities that require medium to long-term action and will form the basis of developing Local Community Plans in a consistent format across the seven committee areas.

Fife Youth Work Strategy 2013-2016 aims to strengthen the youth work sector in Fife through the development of co-ordinated youth work approaches and programmes, sharing best practice and maximising resources in order to achieve high quality outcomes for Fife’s young people.

Fife Community Based Adult Learning Framework (2014) outlines how partners will work with learners to develop high quality and accessible provision which meets their needs and places learners at the heart of the process for developing, planning and evaluating community based adult learning provision.

Digital Inclusion Framework is a multi-agency approach to increasing digital inclusion and participation across Fife’s communities, exploring issues around digital infrastructure, skills development and building capacity of community groups to be more digitally aware

Fairer Fife Commission is totally independent of Fife Council and its partners, providing an independent input into what the priorities for Fife Council should be in tackling poverty and inequality. The commission has been tasked to take a strategic overview of the scale, scope and nature of poverty in Fife and the effectiveness of activity currently undertaken to address such poverty. It is due to report to both Fife Council and the Fife Partnership in November 2015.

Welfare Reform and Anti-Poverty Plans outline the focused partnership approach to increase access to support for individuals who experience hardship and challenges as a result of welfare reform. Prevention and early intervention is key to tackling the root causes as well as the effects of poverty and inequality. The aim of the Action Plans is to support individuals with different requirements to access services independently, successfully tackle digital exclusion and identify issues around financial capability.

Fairer Health for Fife 2015-20 is Fife’s health inequalities strategy and through this document aims to create equal opportunity for good health across all Fife communities by supporting organisations and partnerships to work more effectively towards reducing inequalities in health and wellbeing.



2. CLD Outcomes

In line with the CLD Strategic Guidance, Fife's local area delivery plans will deliver the priority outcomes through:

- Community Development
- Youth Work
- Community Based Adult Learning
- Family Learning
- Volunteer Development
- Digital Participation
- Health & Wellbeing



Community Development		
	Outcome	Community Plan Long Term Outcome
To ensure that people and communities have the skills, abilities and confidence to take effective action and leading roles in the development of communities	Improve communities capacity to identify and address local issues	<i>Increasing the capability of Fifers to take action and make a difference to their communities</i>
	Improve community organisations capacity to plan, manage and evaluate their activities	
	Improve participation in local community planning and local democratic processes	

Youth Work		
	Outcome	Community Plan Long Term Outcome
To ensure that young people are valued, encouraged and supported to achieve their potential and their achievements are recognised and celebrated.	Young people are confident, resilient and optimistic for the future	<i>Increasing The Capability Of Fifers To Take Action And Make A Difference To Their Communities</i>
	Young People express their voice and demonstrate social commitment	
	Young people manage personal, social and formal relationships	<i>Improving the Health of Fifers and Narrowing the Health Inequality Gap</i>
	Young people consider risk, make reasoned decisions and take control	
	Young people participate safely and effectively in groups	<i>Extending Employment and Skills Opportunities</i>
	Young people create, describe and apply their learning skills	
	Young people's perspectives are broadened through new experiences and thinking	

Community Based Adult Learning		
To widen participation and reach out to individuals who would or could not normally participate. It brings formal and non-formal learning opportunities into a community setting	Outcome	Community Plan Long Term Outcome
	Raised ambition and aspirations of people resident in areas of disadvantage	<i>Improving The Health Of Fifers And Narrowing The Health Inequality Gap</i>
	Improved personal confidence, self-esteem and health and wellbeing and increased access to personal and support networks	
	Improved skills and employability of learners with a particular focus on those living in areas of disadvantage	<i>Extending Employment and Skills Opportunities</i>
	Increased numbers of adults supported to improve their digital skills	
	Improved progression of community based learners along a learner pathway	<i>Raising Educational Attainment and Reducing Educational Inequality</i>
	Increased participation in literacy and numeracy provision	
	Improved participation in local community planning and democratic processes	<i>Increasing The Capability Of Fifers To Take Action And Make A Difference To Their Communities</i>

Volunteer Development		
To engage with and empower individuals, and strengthen communities through volunteering	Outcome	Community Plan Long Term Outcome
	People will have opportunities to volunteer in CLD settings across Fife	<i>Extending Employment and Skills Opportunities</i>
	Volunteers will be empowered to make positive changes in their lives and communities	
	Volunteers develop transferrable skills	

Digital Participation		
To provide a range of opportunities to enable people to improve their digital skills	Outcome	Community Plan Long Term Outcome
	Clarity of Fife’s digital ambition through the development of a Digital Participation Strategy and Action Plan	Extending Employment and Skills Opportunities
	Increased partner delivery of digital skills ensuring that there is a wider range of digital opportunities offered	
Health & Wellbeing		
To create equal opportunity for good health across all Fife’s communities	Outcome	Community Plan Long Term Outcome
	People experiencing difficult life circumstances have more skills, strengths and opportunity to improve their health and wellbeing.	Improving the Health of Fifers and Narrowing the Health Inequality Gap
	Communities develop local initiatives which create supportive social networks, increase participation in community activity and improve health and wellbeing.	
Family Learning		
To ensure that parents and carers have access to intergenerational learning opportunities and support them to progress to other Adult Learning programmes	Outcome	Community Plan Long Term Outcome
	Improved opportunities and support for children and families	Improving the Health of Fifers and Narrowing the Health Inequality Gap
	Improved progression of community based learners along a learner pathway	

The area delivery plans will detail the actions required to evidence the area contribution to the CLD outcomes outlined above. It is anticipated that the area plans will be integrated into 7 Local Community Plans by 2017.



3. National Standards for Community Engagement

‘Communities have high expectations of public services and have a key role to play in helping to shape and co-produce better outcomes within their communities. If community planning partnerships are to unlock that potential, their foundations must be built on a strong understanding of their communities, and provide genuine opportunities to consult, engage and involve them.

Review of Community Planning and SOAs: Statement of Ambition (2012)

Community engagement is integral to the community planning process. In 2005 National Standards for Community Engagement (NSCE) were published to support the aspiration of the Local Government in Scotland Act (2003) to develop a community planning process which makes sure people and communities are “genuinely engaged in the decisions made on public services which will affect them”.

More recently the Christie Report (2011) and the Community Empowerment Act (2015) have reiterated the need to involve communities in the design and delivery of services. In response to this the Scottish Government has commissioned a refresh of the National Standards for Community Engagement which will be published around March 2016.

In Fife an event was held on 17 June 2015 to develop good practice in community engagement attended by over 90 community planning partners from 25 services and organisations. The event was designed to engage partners in the process of developing the refreshed standards and to remind partners of the importance of basing community engagement practice on the NSCE framework. The standards set out best practice for engagement between public agencies and communities:

1. **The Involvement Standard**
We will identify and involve the people and organisations with an interest in the focus of the engagement.
2. **The Support Standard**
We will identify and overcome any barriers to involvement.
3. **The Planning Standard**
We will gather evidence of the needs and available resources and use this to agree the purpose, scope and timescale of the engagement and the actions to be taken.
4. **The Methods Standard**
We will agree and use methods of engagement that are fit for purpose.
5. **The Working Together Standard**
We will agree and use clear procedures to enable the participants to work with one another effectively and efficiently.
6. **The Sharing Information Standard**
We will ensure necessary information is communicated between the participants.
7. **The Working with Others Standard**
We will work effectively with others with an interest in the engagement.



8. **The Improvement Standard**

We will develop actively the skills, knowledge and confidence of all the participants.

9. **The Feedback Standard**

We will feedback the results of the engagement to the wider community and agencies affected.

10. **The Monitoring and Evaluation Standard**

We will monitor and evaluate whether the engagement meets its purpose and the national standards for community engagement.

Following the event 31 individuals from a range of partners signed up to be part of a Community Engagement Champions' Network.

Community Engagement covers a broad spectrum of activity which ranges from providing information to working in partnership with the community to develop services. It should always be a process that involves purposeful dialogue between public agencies and communities aimed at improving understanding between and seeking more effective action to achieve beneficial change (see diagram overleaf).



Increasing Level of Public Impact					
	Inform	Consult	Involve	Collaborate	Empower
Purpose	To provide the public with information to assist their understanding of an issue.	To collect information from the public about attitudes and opinions.	To work with the public throughout all stages of the process to ensure their concerns and aspirations are understood and considered	To partner with the public in each aspect of the decision, agree sharing of resources and decision making.	To place final decision making in the hands of the public.
Expectation	We will keep you informed	We will keep you informed, listen to and provide feedback on how public input has informed the decision	We will work with you to ensure that your concerns and aspirations shape the process and influence the decision.	We will look to you for advice and help in developing solutions and incorporate your advice	We will implement what you decide
Example techniques	<ul style="list-style-type: none"> ➔ Fact Sheets ➔ Websites ➔ Street Stalls/ Displays ➔ Newsletters ➔ Shop Fronts 	<ul style="list-style-type: none"> ➔ Surveys ➔ Public Meetings ➔ Web based consultation ➔ Citizens Panel ➔ Consultations Documents 	<ul style="list-style-type: none"> ➔ Workshops ➔ Community Events 	<ul style="list-style-type: none"> ➔ Citizens Advisory Committee ➔ Participatory decision making ➔ Open Space Events 	<ul style="list-style-type: none"> ➔ Citizens Juries ➔ Ballots ➔ Delegated Decision

Engaging Communities Toolkit
West Lothian CPP, 2015