

# Community Learning and Development



## Partnership Plan 2018-21

# Community Learning and Development Partnership Plan 2018-21



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# Foreword

## Welcome from the Chair of the West Lothian Community Learning and Development (CLD) Steering Board.

CLD has an active role in empowering people individually and collectively to make positive changes in their lives and their communities through learning.

Over the past three years, West Lothian CLD partners have worked effectively in collaboration to deliver a good range of learning and development opportunities within our local communities. The positive approach we have taken to partnership working supports improvements and the sustainability of programmes. Our well established and effective partnership working is enhancing employability opportunities and pathways, addressing poverty and

disadvantage, improving health and wellbeing, reducing social isolation as well as community safety issues.

However, we are aware of areas for improvement and will focus on improving outcomes by: strengthening youth, community and learner voice; improving the consistency of support to community organisations and volunteers; and further strengthening joined up working to capture and develop CLD outcomes.

This plan sets out how CLD partners will continue to work together with individual learners and communities to plan and deliver high quality learning and development opportunities.



**James Cameron**

Head of Education (Learning, Policy and Resources)  
Chair of West Lothian CLD Steering Board




# Introduction

The National Performance Framework focuses the role of Community Learning and Development (CLD) partners.



**Improving life chances for people of all ages through learning, personal development and active citizenship**



**Stronger, more resilient, supportive, influential and inclusive communities.**

The Requirements for Community Learning and Development (Scotland) Regulations 2013, place a legal requirement on local authorities to provide leadership and direction ensuring that third sector organisations and other public services are working effectively together. The CLD Regulations are subordinate legislation made under section 2 of the Education (Scotland) Act 1980. Section 1 of the 1980 Act requires each local authority to secure adequate and efficient provision in their area of both school education and further education, which includes CLD, and is not age limited.

CLD Partners have worked well together over the past three years to implement and deliver the first CLD Plan 2015 – 2018; this has led to key achievements:

**Improved analysis and use of data to inform the targeting of resources to priority needs**



**Joint planning and evaluation in focused areas of work is delivering better outcomes for individuals and communities**



**Increased understanding of the role of CLD partners in contributing to Developing the Young Workforce**



**Improved coordination and carrying out of community engagement activities in areas of deprivation**



**Set up of local Regeneration Groups in areas of deprivation**



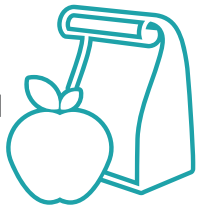
**Increased the capacity of individuals and communities**



# Key data 2015–18

**1,558**

children participated in holiday lunch and activity clubs.



**93.93%**

of young people moved onto employment, training and further education.

**2,584**

individuals engaged in local regeneration planning.



**89%**

of adult learners improved their skills relating to personal learning goals across a range of delivery areas.



**223**

young people, across six secondary schools participated in the Decipher Assist (Stop Smoking) peer mentoring programme.



**787** frontline staff

trained to provide appropriate levels of support to West Lothian residents with Universal Credit.

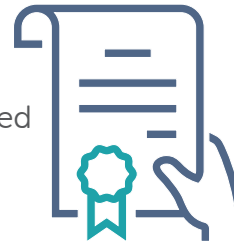
**2,739**

(60.3%) adults supported, moved onto employment.



**1,316**

young people achieved accredited learning certificates.



**96%**

of ESOL learners successfully achieved their learning goals, with 90% progressing to a positive destination mainly into Higher Education and Further Education.

CLD has an active role in empowering people individually and collectively to make positive changes in their lives and their communities through learning. The principles that underpin CLD practice are:

- **empowerment**  
increasing the ability of individuals and groups to influence matters affecting them and their communities;
- **participation**  
supporting people to take part in decision making;
- **inclusion, equality of opportunity and anti-discrimination** - recognising some people need additional support to overcome the barriers they face;
- **self-determination**  
supporting the right of people to make their own choices; and
- **partnership**  
ensuring resources and the range of skills and capabilities available are used effectively.

**The purpose and principles are embodied in the competences, values and ethics for CLD practice as set out by the CLD Standards Council for Scotland.**

# West Lothian Context

## Our Vision

*“We want to provide an improved quality of life for everyone that lives, works and does business in West Lothian”.*

*West Lothian Community Planning Partnership Vision Statement*



The West Lothian Local Outcome Improvement Plan (LOIP) 2013 – 2023, is based on a shared understanding of our communities which has been developed through a rigorous process of data analysis and engagement. The LOIP is the overarching policy driver for CLD activity in West Lothian.

# Our Priorities

The CLD Plan is informed by needs assessment in partnership with learners, communities and organisations. It meets the following priorities as identified in the West Lothian Local Outcome Improvement Plan 2013-2023:

## Lothian Local Outcome Improvement Plan 2013-2023:

- Early years and early intervention
- Employment
- Health inequalities
- Safer and stronger communities

## The CLD Plan directly supports the following priorities in the West Lothian Transforming Your Council Corporate Plan 2018 – 2023:

- **Priority 1** - Improving attainment and positive destinations for school children
- **Priority 2** - Delivering positive outcomes and early interventions for early years
- **Priority 3** - Minimising poverty and the cycle of deprivation
- **Priority 5** - Improving the employment position in West Lothian
- **Priority 6** - Delivering positive outcomes on health
- **Priority 7** - Reducing crime and improving community safety

The Education Governance Review in 2017 led to the introduction of the six Regional Improvement Collaboratives (RICs) across Scotland. West Lothian is part of the Forth Valley and West Lothian Improvement Collaborative with Clackmannanshire, Falkirk and Stirling.

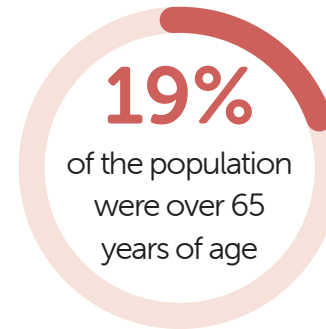
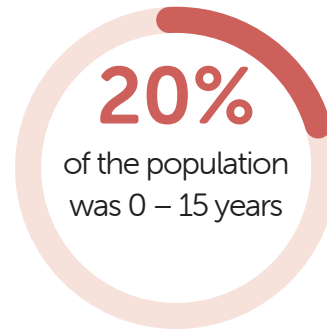
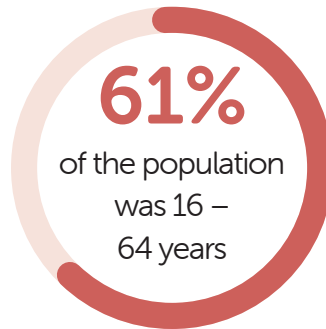
**The purpose of these RICs is to bring together a range of professionals to focus on improving for children and young people:**

- wellbeing;
- attainment;
- positive outcomes; and
- driving improvements in performance making use of all available evidence and data.

A Forth Valley and West Lothian CLD Network of professionals will be established to share best practice, support workforce development opportunities and drive improvements, where CLD partners are best placed to contribute to the Forth Valley and West Lothian Improvement Plan.

# Our Community

in 2017

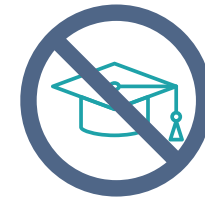


The number of children in our schools could increase by 8% in primary schools and 13% in secondary schools.

Almost **9,000** people in West Lothian live within some of the most deprived areas in Scotland, which accounts for around 5% of West Lothian's total population.

There are **13 targeted areas of deprivation in West Lothian.**

These are in: Addiewell, Armadale, Bathgate, Blackburn, Bridgend, Craigshill, Dedridge, Fauldhouse, Knightsridge, Ladywell, Polbeth, Stoneyburn and Whitburn.



The number of people of working age with no qualifications is greater than

the Scottish standard ratio – **West Lothian 102/Scotland 100.**

The Campaign to End Child Poverty estimated that **22%** of children in West Lothian are living in relative poverty after housing costs, a similar level to that for Scotland as a whole.

**83%** of the population report having good or very good health; however information tells us that one out of five people experiencing bad or very bad health have depression.



Of the total working age population **12.2%** have low incomes, and 15% of children live in low income families.



Information about our community shows that West Lothian is projected to have a population of

**186,500** people by 2023

An increase of 6,300 on the 2016 population.

Tackling inequalities is a core theme underpinning this plan

# Governance

## The Community Planning Partnership (CPP) takes a lead role ensuring:

- Local strategies and plans are informed by effective assessment of needs and strengths in the community.
- Assessment is based on engagement and continued dialogue with communities, utilising CLD expertise, as well as on analysis of other information.
- The Local Outcome Improvement Plan has a clear focus on prevention and community empowerment as the foundation of reformed public services and uses CLD provision and methods for these purposes.
- Review current partnership arrangements for planning, monitoring and evaluating CLD and ensure that they are fit for the purposes set out in the 'The Strategic Guidance for Community Planning Partnerships: Community Learning and Development', issued in 2012 Strategic Guidance.

A strong 'golden thread' runs through the planning approach adopted by West Lothian Council and its Community Planning Partners, and this approach links the Community Learning and Development Plan to the Local Outcome Improvement Plan, as well as the Council's Corporate Plan, and the Education Services Management Plan.

The 'golden thread' also links the CLD Plan to some of the key strategies developed and adopted by both the Community Planning Partnership and the Council, including the Anti-Poverty Strategy, Corporate Parenting Strategy, Economic Strategy including the Regeneration Framework, and shared goals relating to Community Safety, Health and Wellbeing and Developing the Young Workforce. The CLD Plan also contributes to both the Council's Raising Attainment Strategy and the Scottish Government's National Improvement Framework for Education.

In this way, the CLD Plan demonstrates a commitment to joint planning and shared approaches with partners and communities, and a commitment to leadership in the implementation and application of the priorities identified by communities both in the preparation of this plan, and in the community consultations accompanying the production of other plans and strategies affecting communities.

In West Lothian, the CLD Steering Board oversees the strategic direction and joint working of community learning and development and includes representation from third sector and public services working with children, young people, adults and communities.

The CLD Partnership Plan will be reported to and monitored by the Community Planning Partnership.



**Our CLD activity is delivered by a wide range of organisations, using different approaches and operating in a variety of settings. There is a strong focus on early intervention, prevention and tackling inequalities.**

### This includes:

- community development and regeneration - 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);
- learning for vulnerable and disadvantaged groups in the community, for example, people with disabilities, care leavers or offenders;
- volunteer development;
- learning support and guidance in the community.



# Resourcing the Plan

West Lothian Council approved a five year revenue budget strategy, covering the period April 2018/19-2022/23 (on 13 February 2018). This includes £2.4 million for Adult Learning and CLD Youth Services in 2018/19.

These resources will be retained at current levels, covering the period 2018/19 to 2020/21. A proportion of the staffing resource from the Community Planning and Regeneration team, approximately £235,000, contributes to the delivery of the CLD Plan.

Though there may be scope for partners to secure external funding throughout the lifetime of this plan, we anticipate that it will be delivered using the collective existing resources of partners.

West Lothian Council's staff capacity and resource to support the plan is contained within the agreed annual budgets for the services delivered by CLD Youth Services, Adult Learning and the Community Planning and Regeneration team. The budget reduction in 2020/21 reflects the priorities identified following the 'Transforming Your Council' consultation in November 2017.

2018 – 2019

Budget £2.6 million

2019 – 2020

Budget £2.6 million

2020 – 2021

Budget £2.3 million



CLD Youth Services provides a diverse range of learning opportunities primarily for young people aged 11 – 25 focused on:

- building self-esteem and self-confidence to create confident individuals;
- developing the ability to manage personal and social relationships, supporting and promoting health and wellbeing of young people;
- creating learning, developing new skills and becoming successful learners;
- supporting young people in transition into positive and sustainable destinations;
- building the capacity of young people to consider risk, make reasoned decisions and become effective contributors;
- developing a world view which widens horizons and supports responsible citizenship; and
- volunteer development.

## Resourcing the Plan - West Lothian Council's Adult Learning, CLD Youth Services and Community Planning and Regeneration Teams

West Lothian Council's Adult Learning, CLD Youth Services, and Community Planning and Regeneration services will provide a key resource for the implementation of the plan, working with partners and through Learning Communities.

These services will continue to support the educational and personal development of learners, building community capacity, cohesion and resilience by working with individuals, and with local community development organisations and groups.

The activities take account of the policy priorities which relate to the assessed needs of communities, groups and individual learners, and also the priorities set by

community planning partners, the council and education, including the Regional Improvement Collaborative. These key services contribute to both local and national priorities.

They share approaches and planning with partners, and exercise leadership in the articulation and implementation of priorities.

There is a strong focus on early intervention, prevention and tackling inequalities.

These services empower people individually and collectively to make positive changes in their lives and in their communities; in line with the local

outcome improvement plan and corporate plan priorities. Access to high quality learning, skills development, attainment and activities to promote health and wellbeing are important factors in determining life chances and can be a key to reducing inequality.

Working together and with our partners, our CLD Services aim to ensure that disadvantaged communities have access to community learning and development support they need. We aim to help our most disadvantaged citizens develop the skills (and support) to participate fully in society.



**The Community Planning and Regeneration Team delivers a range of services to support some of West Lothian’s most disadvantaged communities and individuals, with a particular emphasis on engaging with people to build personal and community capacity:**

- developing the capacity of individuals and community based projects and initiatives to assist regeneration in the most disadvantaged communities; and
- supporting community engagement and empowerment, delivery of targeted work, and support to improve health and employability in these communities.

**Other West Lothian Council services supporting CLD activity include Active Schools, Anti-Poverty and Welfare Advice, Community Arts, Customers and Communities and Economic Development.**

**Key CLD Partners contributing to the planning, coordination and delivery of CLD activity in West Lothian include:**

- A wide range of organisations providing learning, community engagement and empowerment, health and wellbeing, culture and leisure based activity in local communities. (Boghall Drop In, Community Action Blackburn, Firefly Arts, Fauldhouse, Kirknewton, Linlithgow, West Calder and Harburn and Winchburgh Community Development Trusts, Family and Community Development West Lothian, West Lothian Drug and Alcohol Service, Community/ Partnership Centres, West Lothian Leisure, Community Sports Clubs, Knightsridge Adventure, Project, Good Neighbour Networks, Linlithgow Young People’s Project, FABB Youth Group, Fast Forward, Children 1st, West Lothian Youth Action Project, Uniformed Youth Organisations) and West Lothian Voluntary Sector Gateway
- Work based training providers delivering high quality vocational and accredited learning opportunities supporting young people to build on their employability skills. (The Larder Cook School, Street League, Venture Trust, Sibbalds, Impact Arts and West Lothian Council).
- Colleges offering onsite and community based learning courses for young people as well as adults, with opportunities for accreditation and progression to the next stage of learning. (West Lothian College and SRUC Oatridge Campus).
- Public services offering employability, community safety and health and wellbeing services through effective partnership working and a range of targeted interventions to improve outcomes for individuals and communities. (Department for Work and Pensions, NHS Lothian, Police Scotland, Skills Development Scotland, Scottish Fire and Rescue Service).
- Housing associations and trusts working collaboratively with partners supporting learning and development for tenants and families. (Almond Housing, Horizon and The Rock Trust).

**The Adult Learning Service focusses on working with adults with few, if any qualifications, to develop their core skills and qualifications through:**

- community-based adult learning, including adult literacies and English for Speakers of Other Languages (ESOL), digital learning skills and financial literacy;
- learning for vulnerable and disadvantaged groups in the community, for example, people with disabilities, care leavers or offenders; and
- family learning and other early intervention work with children, young people and families is delivered through specialist programmes such as: Triple P, Incredible Years and Playlab.

# CLD Plan Improvement Priorities



**CLD partners will work with communities to develop their resilience and aspirations, delivering learning opportunities that improve life chances.**

We recognise the importance of ensuring that we work effectively together, sharing our expertise, making the best use of available resources, and involving learners, so that plans are aligned and focused on reducing inequalities.

This new plan outlines our CLD offer which aims to secure provision over the next three years with a focus on supporting and implementing the shared outcomes of the community planning partnership, the strategies adopted jointly by partners and by the council to underpin their achievement, and the national improvement framework for education put in place by the Scottish Government; and the three key improvement priorities where we as partners have identified needs, and will work together to improve outcomes for individuals and communities:

- 1 Improve supports to empower individuals to reach their personal learning goals, building their capacity and resilience to sustain positive transitions.
- 2 Strengthen the CLD infrastructure through improved partnership working.
- 3 Build on community engagement activities with disadvantaged communities and groups, and involve learners and communities in decision making; including shaping, delivering and evaluating CLD provision.

## Performance Management

The West Lothian Community Learning and Development Partnership Plan adopts the performance based approach utilised by West Lothian Council, and its Community Planning Partners in meeting shared goals and outcomes.

This relies on collection and use of data to set meaningful targets to drive improvement across the range of prioritised activities.

Throughout the lifetime of this plan, at a local level, Learning Community Partnerships will take responsibility for monitoring and driving improvements in performance against agreed priorities for action. Partners will meet regularly to monitor the impact, identifying emerging trends; and where appropriate will realign resources to meet changed priorities. In addition to providing regular progress reports to the CLD Steering Board, each Learning Community Partnership will carry out an annual self-evaluation and produce a performance report.

The CLD Steering Board will monitor progress and produce a self-evaluation for each year of the Community Learning and Development Partnership Plan reporting performance to the Community Planning Partnership.

## Improvement Priority 1: Improve supports for learners to develop the skills to achieve sustainable positive transitions

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
<p>Improving attainment and positive destinations</p> <p>Delivering positive outcomes and early interventions for early years</p> <p>Improving the employment position in West Lothian</p>	Support parents to become further involved in their children's learning through the provision of Family Learning opportunities.	Effective planning and delivery of a number of Family Learning initiatives with CLD providers, and school Family Link Workers to support achievement of Pupil Equity Fund outcomes, and support the improvements planned in Scottish Attainment Challenge schools and using Scottish Attainment Challenge funding for care experienced young people.	October 2019	<p>Adult Learning, CLD Youth Services</p> <p>Economic Development and Regeneration Schools</p> <p>DYW Steering Board</p> <p>West Lothian College</p>	<p>Learner feedback</p> <p>Participations figures, children, young people and parents</p> <p>Programme evaluation</p> <p>Stakeholder feedback</p> <p>Accredited learning opportunities</p> <p>Volunteering opportunities</p>
	Promoting lifelong learning, including adult learning in literacy and English for speakers of other languages.	The learning offer provides opportunities to gain initial qualifications to upskill adults to gain and retain employment available.	Ongoing	<p>Adult Learning</p> <p>West Lothian College</p>	
		Increase the percentage of Adult Learners improving skills relating to their personal learning goals.	June 2020		<p>Percentage of Adult Learning students improving skills relating to their personal learning goals.</p> <p>Target 87%</p>
<p>Improving attainment and positive destinations</p> <p>Improving the employment position in West Lothian</p>	Delivery of employability services in school and post school, with a focus on vulnerable and disengaged young people, through proactive intervention and the establishment of partnerships and networks to assist in the process.	<p>Improvement in the percentage of young people achieving a positive destination and sustaining for 6 months.</p> <p>Young people are progressing in learning.</p>	August 2019	<p>DYW Steering Board</p> <p>Corporate Parenting Looked After Children sub-group</p> <p>CLD Youth Services</p> <p>Access to Employment Schools</p> <p>Skills Development Scotland</p> <p>West Lothian College</p> <p>Work-based Training providers</p> <p>Businesses</p>	<p>The annual percentage of More Choices More Chances (MCMC) young people who sustain a positive destination for 6 months</p> <p>Target 80%</p>

## Improvement Priority 1: Improve supports for learners to develop the skills to achieve sustainable positive transitions

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
<b>Improving attainment and positive destinations</b> <b>Improving the employment position in West Lothian</b>	Continue to deliver the Youth Work in Schools Programme developing skills for life learning and work.	Schools rating the impact of the youth work in schools programme as adding value to young people's educational experience as good or excellent increases.	Ongoing	CLD Youth Services Schools	Target 100%
	Through Learning Community Partnerships set up ongoing communication with schools to ensure awareness of youth work activities available in the community.	Collaborative approaches between schools and youth organisations enable targeted groups of young people to access personal development and wider achievement opportunities within the community.  Increase numbers of young people achieving awards and gaining qualifications.	June 2020	CLD Youth Service Youth and community organisations	80% of young people completing awards gain a qualification
<b>Minimising poverty, the cycle of deprivation and promote equality</b>	Continue to provide a safe space for young LGBT people and friends to meet and socialise.  Continue support to community based provision that meets the personal and social development needs of children and young people with additional support needs.  Continue to support issue based work with girls and young women to raise aspirations, support wellbeing and achievement.	There is an inclusive approach to service planning and delivery, which takes account of individuals and groups with protected characteristics.	Ongoing	CLD Youth Services West Lothian Pride Committee FABB Youth Organisations and Parents Groups Community/ Partnership Centres Community Organisations West Lothian Youth Action Project	LGBT Youth Scotland Chartermark  Participation numbers  Learner feedback  Surveys  Programme evaluations  Progress in achievement of individual goals  Participation numbers of learners resident in the 20% most deprived areas of West Lothian
	Providing nutritious free meals and developmental activities for Primary School aged children in some of the most disadvantaged communities in West Lothian.	Young children have access to a nutritious meal each day and are benefitting socially, emotionally and educationally, from participating in fun learning activities during school holiday periods.	August 2019	Anti-Poverty Strategy Group CLD Youth Services Active Schools Education Customer Services Youth Organisations Community/ Partnership Centres	Number of children utilising the holiday lunch and activity programme. Target 220

## Improvement Priority 1: Improve supports for learners to develop the skills to achieve sustainable positive transitions

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
Minimising poverty, the cycle of deprivation and promote equality	Continue to promote and secure a wide range of volunteering opportunities.	Volunteering opportunities are helping to improve health and employability.	Ongoing	Volunteering Network Voluntary Sector Gateway	Participation numbers Learner feedback Surveys
	Continue to offer literacy, numeracy, lip reading, digital and English as a Second or Other Language (ESOL) skill. Offer opportunities to gain initial qualifications to upskill adults to gain and retain employment. Further develop the Dyslexia Network to better support professionals and front line workers to support adults by becoming dyslexic friendly organisations.	Planning and provision of adult learning activities support digital and financial inclusion, improving accredited learning and wider achievement opportunities, works with parents, including family learning, and, supports improved skills in literacy, numeracy and English for speakers of other languages. Health and wellbeing programmes for learners are based on needs analysis.	Ongoing	Adult Learning The Dale Hub West Lothian College Community Organisations Housing Associations	Programme evaluations Progress in achievement of individual goals Participation numbers of learners resident in the 20% most deprived areas of West Lothian
Delivering positive outcomes on health	Deliver a range of health improvement projects to tackle health inequalities. Deliver tobacco prevention awareness sessions to young people in vocational training/ employability settings and support relevant agencies to develop smoke-free policies.	Client financial gain; improved family functioning and resilience; increased physical activity for school age children; increased breastfeeding rates and improved nutrition at preconception during pregnancy and for families. Improved physical and mental wellbeing.	Ongoing	NHS Lothian Citizens Advice Bureau Family and Community Development West Lothian British Conservation Volunteers , Kidzeco , West Lothian Leisure	Project quarterly reports and evaluation data
	Deliver tobacco prevention awareness sessions to young people in vocational training/ employability settings and support relevant agencies to develop smoke-free policies.	Improved knowledge of tobacco issues among young people; improved implementation of tobacco policies within the training/employability sector.	March 2019	West Lothian Drug and Alcohol Service	Project monitoring and evaluation data

## Improvement Priority 1: Improve supports for learners to develop the skills to achieve sustainable positive transitions

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
Reducing crime and improving community safety	<p>Deliver a range of targeted preventative, diversionary and educational interventions.</p> <p>Delivering specific programmes relating to safe use of Digital, drugs and knife crime and inputs to prevent young people becoming involved in crime, or becoming radicalised.</p>	Antisocial behaviour and hate crime within our communities is reduced and we are ensuring that violence within our communities is not tolerated.	Ongoing	<p>Serious and Organised Crime Working Group</p> <p>Police Scotland</p> <p>Scottish Fire &amp; Rescue Service, Social Policy, Community Safety Unit – Tasking and Co-ordination Group, Active Schools, Safer Neighbourhood Team, CLD Youth Services, Schools, West Lothian Drug and Alcohol Service</p> <p>Fast Forward, West Lothian Youth Action Project</p>	<p>Divert – Percentage of supported More Choices More Chances (MCMC) young people moving into a positive destination.</p> <p>The annual number of antisocial behaviour calls regarding young people registered with the Community Safety Unit.</p> <p>Target 2263</p> <p>Community Feedback</p>
Better understand the needs of learners and communities at a local level	Through the development of Learning Community Partnerships, local needs and priorities will be identified and a learning offer developed.	There is an inclusive approach to service planning and delivery, which takes account of individuals and groups with protected characteristics.	August 2019	<p>CLD Steering Board</p> <p>West Lothian College</p> <p>CLD Youth Services</p> <p>Economic Development</p> <p>Social Policy</p> <p>Work –based Training Providers</p> <p>Skills Development Scotland</p> <p>Schools</p>	<p>Community engagement activities</p> <p>Learner feedback</p> <p>Stakeholder feedback</p> <p>Partners self-evaluation</p> <p>Progression pathways</p> <p>Regular reviews of the Risk Matrix and compliance reports</p> <p>Scottish Government Report on Looked After Destinations</p> <p>Participation Measure</p> <p>Numbers accessing accredited learning opportunities</p> <p>Numbers achieving an award</p> <p>Case studies</p>
	Earlier identification of young people at risk of not gaining a positive destination. Appropriate support given to aid transition into positive destinations	A collective learning offer is developed with communities and partners; with delivery targeted to those most in need.	August 2019	<p>Community Development Trusts</p> <p>Housing Associations</p>	

## Improvement Priority 1: Improve supports for learners to develop the skills to achieve sustainable positive transitions

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
Better understand the needs of learners and communities at a local level	Promoting access to employment by ensuring young people have an opportunity to progress into a positive destination on leaving school.	Increase the annual percentage of More Choices More Chances (MCMC) young people who sustain a positive destination for 6 months.	August 2019	CLD Steering Board West Lothian College CLD Youth Services Economic Development Social Policy Work –based Training Providers Skills Development Scotland Schools Community Development Trusts Housing Associations	Community engagement activities Learner feedback Stakeholder feedback Partners self-evaluation Progression pathways MCMC Target 80% sustaining a positive destination for 6 months Regular reviews of the Risk Matrix and compliance reports Scottish Government Report on Looked After Destinations Participation Measure Numbers accessing accredited learning opportunities
	Develop shared systems in learning communities for monitoring and tracking young people's participation in wider achievement activities.	The percentage of Looked After Children participating in employability programmes entering and sustaining a positive destination will increase.	August 2019		Numbers achieving an award Case Studies
	Develop a partnership approach to tracking, within learning communities, developing case-studies to gain a better understanding of how the inputs of a range of partners impact on the lives of individuals and communities.	Increased awareness of how CLD can contribute to improving wellbeing, attainment and positive destinations through youth work, arts, culture and sporting opportunities A shared tracking process.	June 2020	CLD Steering Board Learning Community Partnerships	
		A shared tracking process helps to improve partners' understanding of the long term impact on learners.	June 2020		
	Improved planning across Learning Community Partnerships to recognise the achievements of a range of local learners and promote the services of partners.	Systems are in place to ensure learners and volunteers achievements are recognised and celebrated.	June 2020	Learning Community Partnerships	



## Improvement Priority 2: Strengthen the CLD infrastructure

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
To develop the infrastructure to sustain lifelong learning in our communities prioritising those individuals, groups and organisations most in need of support.	Continue to gather, share and jointly analyse relevant data to inform CLD provision.	Partners have a shared understanding of need and continue to use data to realign, or target resources at agreed priorities.	June 2019	CLD Steering Board Learning Community Partnerships	Annual CLD Report CLD Steering Board meetings Learning Community Partnership Plans Stakeholder Feedback Local Regeneration Plans Increase in the number of practitioners who are members of the CLD Standards Council Number of shared CLPL opportunities offered and number of practitioners taking up shared CLPL opportunities Number of school staff trained across all secondary schools in West Lothian Number of CLPL opportunities facilitated by the Forth Valley and West Lothian CLD Network Learning Community Partnership Plans regularly monitored, tracked and reported to stakeholders. Regeneration Plans regularly monitored, tracked and reported to stakeholders.
	Through the development of Learning Community Partnerships, local needs and priorities are identified.	In each learning community there is a collective learning offer developed to meet identified needs and partners have a good overview of current CLPL needs within the workforce, which supports future training plans.	August 2019		
	Disseminate joint planning and self-evaluation toolkit and facilitate training advice and support for organisations.	Partners confidently use shared frameworks and tools for joint planning and self-evaluation.	August 2019	NHS Lothian, Education Services, Social Policy – Children and Young People's Team	
	Disseminate and encourage use of the Adult Learning and Community Development National outcomes.	Partners have a shared understanding of national outcomes.	Ongoing		
	Deliver Scottish Mental Health First Aid Training to all Secondary Schools.	Staff have improved knowledge and skills to support a young person in crisis.	Ongoing	CLD Steering Board Learning Community Partnerships	
	Promote membership of the CLD Standards Council Scotland. Contribute to development of the Forth Valley and West Lothian CLD Network.	CLD Practitioners are aware of the training opportunities available and how to access them.	August 2019		

## Improvement Priority 2: Strengthen the CLD infrastructure

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
<p>To develop the infrastructure to sustain lifelong learning in our communities prioritising those individuals, groups and organisations most in need of support.</p>	<p>Develop CLPL for School Family Link Workers to support achievement of PEF outcomes.</p>	<p>CLD practitioners are equipped with the skills needed to deliver the range of learning opportunities, interventions and /preventative programmes to meet our shared aspirations within this plan.</p>	<p>June 2020</p>	<p>CLD Steering Board Learning Community Partnerships</p>	<p>Annual CLD Report Steering Board meetings Learning Community Partnership Plans Annual Report to CLD Steering Board Stakeholder Feedback Partnership Plans Local Regeneration Plans Commissioned Youth Work incorporates the national youth work outcomes and indicators Number of shared CLPL opportunities offered and number of practitioners taking up shared CLPL opportunities Number of CLPL opportunities facilitated by the Forth Valley and West Lothian CLD Network Clear links to key plans and strategies in West Lothian: Anti-Poverty Strategy, LOIP Corporate plan Developing the Young Workforce Improvement Plan, Education Services Plan, Moving Forward in Learning Strategy, Pupil Equity Fund Plan, Raising Attainment Strategy, Regional Improvement Collaborative Plan</p>
	<p>Ensure clear lines of communication within and between plans through continued development of learning community partnerships.</p>	<p>Partnerships are strengthened at local level and are sustainable.</p>	<p>June 2021</p>		
	<p>Produce a co-designed workforce development plan.</p>		<p>August 2019</p>		
	<p>Continue to disseminate and embed the National Youth Work Outcomes and Indicators across the youth work sector.</p>		<p>Ongoing</p>		

### Improvement Priority 3: Engagement and empowerment of disadvantaged communities and groups

Needs	Actions	Desired Outcomes	Timescales	Lead and Contributors	Measures of Success
Individuals and groups actively engaging in their communities and this is shaping decisions and planning	Continue to disseminate the Community Engagement Toolkit providing advice and support to groups activities.	Community activists and organisations have access to the tools to continue to carryout community engagement activities.	Ongoing	Voluntary Sector Gateway Community Organisations	Number of organisations using the Community Engagement Toolkit Stakeholder Feedback More diverse representation in decision making groups Increased opportunities for communities and groups to participate in decision making Number of Community Choices activities Increased number of young people involved in youth democracy and participation Number of Community Choices activities involving young people Stakeholder Feedback Number of Youth Organisations involved Additional resources secured through external funding Increase in community led services Community asset transfers
		Community engagement activity is established and sustained in all nine learning community partnership areas.	Ongoing	Learning Community Partnerships	
		Communities in our most disadvantaged areas have the confidence, knowledge and skills to influence decisions and there is evidence of this leading to positive change.	June 2021	Regeneration	
	Implement a new youth-led youth democracy and participation model in partnership with young people.	Young people are aware of participation structures, are having their voices heard and engaging in decision making.	June 2020	CLD Youth Services Youth Organisations Schools Community Councils Community/ Partnership Centre Management Committees Regeneration Groups West Lothian College	
		Young people in our most disadvantaged areas have the confidence, knowledge and skills to influence decisions and there is evidence of this leading to positive change.	June 2021		
		Build community capacity and local infrastructure. Develop community led services. Supporting asset transfer of community facilities across a range of diverse communities.	Communities have identified and are managing sustainable local services to meet community needs.	June 2021	

## Appendix 1: CLD Steering Board Membership

Organisations	Service Area
Community Development Trust Consortium	Voluntary Sector Partner
Department for Work and Pensions	Public Sector Partner
NHS Lothian	Public Sector Partner
Family and Community Development West Lothian	Voluntary Sector Partner
Skills Development Scotland	Public Sector Partner
Voluntary Sector Gateway	Voluntary Sector Partner
West Lothian College	Public Sector Partner
West Lothian Drug and Alcohol Service	Voluntary Sector Partner
West Lothian Leisure	Voluntary Sector Partner
West Lothian Council	Public Sector Partner

## Appendix 2: Policy Context

National	Local
National Performance Framework	Local Outcome Improvement Plan
CLD Strategic Guidance for Community Planning Partnerships (2012)	Corporate Plan
CLD Regulations - (2013)	Education Services Plan
Community Empowerment Act 2015	Regional Collaborative Improvement Plan
Child Poverty (Scotland) Act 2017	Corporate Parenting Plan
National Improvement Framework	Developing the Young Workforce Improvement Plan
Curriculum for Excellence	Anti-Poverty Strategy
Getting it Right for Every Child	Economic Strategy including the Regeneration Framework
Developing the Young Workforce	Moving Forward in Learning Strategy
National Youth Work Strategy	Health and Wellbeing Partnership
Adult Learning in Scotland Statement of Ambition	Raising Attainment Strategy
	Pupil Equity Fund Action Plan

## Appendix 3: Summary of Survey Responses

### Individual learners' skills development goals

Communicating with others	Looking for work	Improving physical health	Being involved in the community
Gaining skills to pass a test or get qualifications	General group learning opportunities	Recovery	Supporting the family
Building confidence	Reading, writing and spelling	Improving quality of life to become more independent	CV writing
Increase digital skills	Numeracy and finance	Improving mental health	Getting your voice heard
Help children with school work	Get a job/promotion at work	Having confidence to take part in things	Accessing help

### Individual learners' barriers to achieving goals

Location of venues	Costs of transport	Timing of programmes/courses	Health and mental wellbeing
Finding courses	Limited local courses	Access to small learning groups	Access to relevant help
Affordable clubs	Isolation	Time and money to attend	Childcare
Confidence and communication	Qualifications required	Dyslexia	Not knowing how children learn in school

## Appendix 3: Summary of Survey Responses

### Community organisations capacity building goals

Supporting employment	Helping learners manage their finances	Improving health and wellbeing	Supporting communities
Helping communities to have their voices heard and do things for themselves	Using digital technology	Setting and measuring outcomes	Self-evaluation and planning for improvement
Developing volunteering	Strengthening partnerships	Supporting family learning activities	Developing leadership and creativity
Supporting skills based learning for adults and young people	Celebrating diversity and inclusion	Increasing parental engagement	

### Community organisations barriers to achieving goals

IT infrastructure and use of digital technology	Finding appropriate volunteers	Access to effective volunteer training
Access to partner agencies	Communication	Creative and flexible workforce
Lack of recognition	Time	Competition for funding
Financial pressures	Skill levels	Premises

## Appendix 4: References

The Requirements for Community Learning and Development (Scotland) Regulations 2013

<http://www.legislation.gov.uk/ssi/2013/175/contents/made>

Revised Guidance Note on Community Learning & Development Planning 2018-2021

<https://education.gov.scot/Documents/CLDGuidanceNotes2017.pdf>

The National Policy Context for Community Learning and Development (CLD) Planning November 2017

<https://education.gov.scot/Documents/Accompanying-note-for-CLD-guidance-2017.pdf>

West Lothian Local Outcome Improvement Plan

<https://www.westlothian.gov.uk/article/3893/Local-Outcomes-Improvement-Plan>

West Lothian Transforming Your Council Corporate Plan

<https://www.westlothian.gov.uk/article/1952/Corporate-Plan>

West Lothian Anti Poverty Strategy

<https://www.westlothian.gov.uk/article/9391/Better-Off-West-Lothian-Anti-Poverty-Strategy>



Community Learning  
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