Milestone	By when	Current position
Progression agreement task group in place.	May 2007	The task group has been combined with the credit framework task group. Several meetings have taken place and the group has overseen the development of the progression agreement framework. The credit sub-group is focusing its work on APEL.
Audit of barriers undertaken	June 2007	Milestone achieved. The audit has taken place and was used to define the progression agreement framework.
Progression agreement framework established	Aug 2007	The progression agreement framework was established in May 2008.
Two progression agreements per sector in place	Aug 2009	Milestone achieved.
Credit framework task group in place by May 2007	May 2007	Milestone achieved. The task group has been combined with the progression task group.
Credit framework with progression entitlements developed	Aug 2008	There is a sub-group focusing on credit framework. With the emergence a national position to credit through the work of the Joint Forum for Higher Levels of the QCA, the focus of the sub-group is to support a common approach to credit in West Yorkshire.
Credit framework system is working	Aug 2009	
Curriculum task groups in place.	June 2007	Milestone achieved.
Employer engagement strategy developed.	June 2007	Employer engagement strategy has been incorporated in the WYLLN Communications and Marketing Strategy.
A minimum of 2 employer representatives are recruited per sector.	June 2007	Milestone achieved. Employer representatives have been identified and attend regularly. In addition a total of 15 SSCs are working with the 7 WYLLN sector groups
One hundred employers will have been engaged	Aug 2008	Milestone achieved.
300 employers will have been engaged	Aug 2009	Milestone achieved.
One foundation degree or equivalent will be developed per sector	Aug2009	Milestone achieved.
1000 learners assisted	Aug 2008	Milestone achieved.
2500 learners assisted	Aug 2009	Milestone achieved.
West Yorkshire Lifelong Learning Network brand developed.	April 2007	The logo has been approved and is in use. Branding has been addressed within the Communications and Marketing Strategy and branding guidelines have been prepared.
Web development completed.	June 2007	The web site is now live.

Publicity and promotion campaign including e-zine developed for the launch.	June 2007	Milestone achieved. A full promotion campaign is in place including an e-zine and news digest. A celebration event was held rather than a launch.
IAG staff and service agreements in place.	May 2007	Milestone achieved. All agreements are in place.
IAG Task group formed.	May 2007	Milestone achieved. The task group is now operational and has met twice
Audit of gaps in IAG completed.	July 2007	Audit undertaken following the appointment of the IAG Manager in September 2007.
Systems development for tracking is completed	July 2007	There is an ongoing development of the tracking system. Stage one is complete and it is now possible to track the IAG interventions learners receive. The next stage of development, tracking progression, will be complete by September 2008.
Tracking system is operational	July 2009	Milestone achieved. The tracking system (IAG Now) is fully operational and has been further developed to support the reporting of ASNs from partner institutions.
Tracking system produces full information	July 2009	Milestone achieved..
Management Board membership, constitution, role and remit are in place and working effectively.	Jan 2007	Milestone achieved.
The Management Board meets quarterly and receives reports from the Executive Director.		Milestone achieved. An additional extraordinary meeting of the Board took place to approve the changes to the delivery of the business plan.
Executive Director and core staff recruited.	March 2007	Executive Director appointed by May 1st. The core team were appointed by November 2007.
All financial and management information systems are in place.	May 2007	Financial systems for partnership agreements, sector activities and commissioned activities will be in place by December. Systems for ASNs have been agreed.
Strategic Advisory Forum membership, constitution, role and remit are in place and working effectively.	March 2007	Milestone achieved by September 2007.
The exit strategy is determined	Aug 2008	The Management Board has established a small working party to develop an exit strategy. The first meeting took place in August 2008.
Staff development plans are in place	Sep 2007	A staff development strategy and plan has been approved by the Management Board and is being implemented.
Staff development	May 2007	A full staff development programme has

commences.		taken place 320 staff from partner institutions attending.