



West Yorkshire Lifelong Learning Network Sector Group Work Plan September 2008 – July 2009

Name of Sector Group	Health, Social Care and Early Years		
Name of Lead Institution	University of Bradford		
Name of Sector Officer	Alison Hedley	Tel. 01274 235017	Email. a.hedley@bradford.ac.uk
Date Work Plan produced	30th November 2008		
Date Work Plan reviewed by Sector Group	6th July 2009		
Date Work Plan submitted to WYLLN	22nd June 2009		
For 2008/9 Work Plan Submission dates are:	1st December 2008 4th March 2009 22nd June 2009		

Please use as much space on the template as you need. All boxes will expand to fit your content as required. Once completed, please return to Joanne Beaumont, West Yorkshire Lifelong Learning Network, University of Huddersfield, floor 10, Central Services Building, Queensgate, Huddersfield, HD1 3DH Email. j.e.beaumont@hud.ac.uk

**Meetings, Communications and Representatives 2008/09 Sector Officer Budget available to support activity
£41,477 (3yrs £124,431)**

Dates of 2008/09 Sector Group Meetings

Meeting	Date of Meeting
1 HSCEY Sector Group	16 th October 2008
2 HSCEY Sector Group	29 th January 2009
3 HSCEY Sector Group	28 th April 2009
4 HSCEY Sector Group	6 th July 2009
5 HSCEY Sector Group	20 th October 2009
6 HSCEY Sector Group	28 th January 2010
7 HSCEY Sector Group	27 th April 2010
8 HSCEY Sector Group	7 th July 2010

Chairperson of Sector Group Meetings

Name	Organisation	Tel. Number	Email
Celia Moran	University of Bradford	01274 235635	c.a.moran@bradford.ac.uk

Sector Champions

Please record the name and contact details each Sector Champion

Name	Organisation	Tel. Number	Email
Rosie Hawley	BDCT	01274 363556	Rosie.hawley@bdct.nhs.uk

Sector Group Members

Please record the name and contact details of each member of the Sector Group

Name	Job Title	Organisation	Tel. Number	Email Address	Attendee	Consultant
Celia Moran	University of Bradford	Director of Escalate	01274 235635	c.a.moran@bradford.ac.uk	✓	
Alison Hedley	University of Bradford	Sector Officer	01274 235017	a.hedley@bradford.ac.uk		
Janet Midgley	University of Bradford	Business Dev. Officer, Escalate	01274 235634	j.midgley@bradford.ac.uk	✓	
Lynda Gatecliffe	University of Bradford	Head of Division of Health Care	01274 236450	l.gatecliffe@bradford.ac.uk	✓	

		Studies				
Jane Priestley	University of Bradford	School of Health Studies	01274 236585	j.a.priestley@bradford.ac.uk	✓	
Mohan Mistry	University of Bradford	SLED		m.mistry3@bradford.ac.uk	✓	
Jon Barrett	West Yorkshire Learning Link, Social Care.	Development Co-ordinator	01924 302139	jonathanbarrett@wakefield.gov.uk	✓	✓
Joanne Beaumont	WYLLN, University of Huddersfield	Credit & Progression Manager	01484 471106	J.E.Beaumont@hud.ac.uk	✓	
Samantha McMahon	University of Huddersfield	Lecturer	01484 478223	s.mcmahon@hud.ac.uk	✓	
Julia Grainger	Dewsbury College	School of Health, Social Care and Child Studies	01924 465916	jgrainger@dewsbury.ac.uk	✓	
Barry Miller	Bradford College	Asst Director, Teaching, Health & Care	01274 433472	b.miller@bradfordcollege.ac.uk	✓	
Lesley Hannah	Bradford College	Programme Care, Community & Health	01274 433206	l.hannah@bradfordcollege.ac.uk	✓	
Carol Wood	Bradford College		01274 438924	c.wood@bradfordcollege.ac.uk	✓	
Kath Bradwell	Calderdale College	Programme Manager	01422 399330	kathb@calderdale.ac.uk	✓	
Jamila Riaz	Calderdale College		01422 399367	Jamilar@calderdale.ac.uk	✓	
Jo Johnston	Education Leeds		0113 247 5590	jo.johnston@educationleeds.co.uk	✓	
Julie Pearson	Huddersfield Technical College		01484 53521	jpearson@huddcoll.ac.uk	✓	
Sheila	H&SC,	Curriculum	0113 3076148	SLucciarini@joseph-priestley.ac.uk		

Lucciarini	Joseph Priestley college	Manager				
Alan Edmondson	Leeds Metropolitan University	Principal Lecturer	0113 8123252	a.edmondson@leedsmet.ac.uk	✓	
Lesley Dove	Leeds Thomas Danby	Assistant Director of Work and Life Skills	0113 2846492	lesley.dove@thomasdanby.ac.uk	✓	
Patricia Millner	Leeds Trinity and All Saints	Lifelong Learning Manager	0113 283 7293	p.millner@leedstrinity.ac.uk	✓	
Jeanette Cookson	Skills for Care & Development	Sub-Regional Manager	01904 461050	jeanette.cookson@skillsforcare.org.uk	✓	
Christine Reay	Skills for Health	Regional Director Yorkshire & Humberside	0191 5166965/ 077944618127	christine.reay@skillsforhealth.org.uk	✓	
Andy Lloyd	University of Leeds	PSFS Programme Manager	0113 343 39421	a.lloyd@leeds.ac.uk	✓	
Olivia Garvey	University of Leeds			o.garvey@leeds.ac.uk	✓	
Tina Sterry	Wakefield College	Market Development Manager	01924 789623	t.sterry@wakefield.ac.uk	✓	
Lesley McNamara	Wakefield College		01924 789565	l.mcnamara@wakefield.ac.uk	✓	
Rosie Hawley	Bradford District Care Trust	Vocational Services Manager	01274 363556 07930 395516	Rosie.hawley@bdct.nhs.uk	✓	
Jeanette Atkinson	Park Lane College		01132 162175	j.atkinson@parklanecoll.ac.uk	✓	
Stephanie Tinsley	ShIPLEY College	Head of Sector Care, Early years and Health	01274 327276	stinsley@shipleys.ac.uk	✓	

		Sciences				
Alison Creedon	Leeds college of Technology		01132 976432	a.creedon@lct.ac.uk	✓	
Dave Howarth	Leeds college of Technology	Head of H&SC		d.howarth@lct.ac.uk	✓	✓
Dave Fisher		Independent consultant	01924 256044 07958 772003	david@davici.co.uk	✓	
Pat Wilkinson	UoB	Head of SS&H	01274 233520	p.j.wilkinson@bradford.ac.uk	✓	
Jane Priestley	UoB	SoH	01274 236585	j.priestley@bradford.ac.uk	✓	
David Jamookeeah	UoB	SoH	01274 236314	d.jamookeeah@bradford.ac.uk	✓	
Val Ely	UoH	SHHS	01484 473450	v.ely@hud.ac.uk	✓	

Sub Groups Established

Please record details of any sub groups established to deliver areas of this work plan

Sub Group Title / Sub Group Function	Dates of Sub Group Meetings
Curriculum Development Sub Groups	(as required by each activity)

Credit and Progression Task Group Representative

Please record the name and contact details of the sector group credit and progression task group representative

Name	Organisation	Tel. Number	Email
Lesley Hannah	Bradford College	01274 433305	l.hannah@bradfordcollege.ac.uk

IAG Task Group Representative

Please record the name and contact details of the sector group IAG task group representative

Name	Organisation	Tel. Number	Email
Alison Hedley	UoB	01274 235017	a.hedley@bradford.ac.uk

Please comment on the appropriateness of the membership and indicate any developments/changes required and how these will be implemented.

Curriculum Development 2008/09 Budget available to support activity £36,146 (3yrs £108,439)
Targets across the 3 years: 430 new learners (144 per year)
3 Foundation Degrees or equivalent
4 Progression Agreements (Undergraduate and/or postgraduate)

Title of Development		1. Professional Skills Module – to embed in existing provision									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
To develop curriculum content in Professional Skills via employer engagement	UG	Scoping meeting				University of Huddersfield		Education Leeds		Skills for Care	
		Curriculum planning meeting				University of Bradford		BDCT			
								Kirklees Early Years Service			

Contribution To Targets (see above)		Status of Development			
		COMPLETE - contact Sector Officer for details			
New Learners	n/a	Completed	In Development	In Planning	
FDs or equivalent	n/a	Y	Y	Y	
Progression Agreements	n/a	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
		Oct 2008 (not			

		yet validated)			
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July update – additional info:

This development has now been completed but not validated. Employer demand has not been forthcoming as yet, so validation postponed. Module presented to the Sector Group – Apr 09.

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£900	321.84	-578.06
Resource Purchase			
Other Items Expenditure	£100		-100
Totals	£1000	321.84	-678.06

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required
n/a								

Title of Development											
2. Bridging Module to support transition from Level 3 FE to HE											
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
Many learners struggle to meet the demands of study at HE level which impacts on retention and success of learners	Bridging Modules L3 to 4	Two new bridging modules and materials - one for EY/Child Care and one for H&SC.	Modules can be delivered in the work place if appropriate or on-line			Leeds Thomas Danby University of Leeds University of Bradford	Leeds Thomas Danby University of Leeds	Using existing networks – specific details tba			

Contribution To Targets (see above)		Status of Development			
		COMPLETE - contact Sector Officer for details			
New Learners	Tbc after scoping	Completed	In Development	In Planning	
FDs or equivalent	n/a	Y	Y	Y	
Progression	1	Date	Expected	Expected	Expected

Agreements		Completed	Completion Date	Start Date	Completion Date
		Jun 09	May 09	Feb 09	Jul 09

July update – additional info:

This development has now been completed and delivery will commence in September 09. Presentation to Sector Group will be made in October so can report on first delivery sessions (Sep). Closer relationship with UoL has resulted from this collaboration and these modules will be written into existing Progression Agreement when they are next reviewed.

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£4995	3795.36	
Resource Purchase			
Other Items Expenditure			
Totals	£4995	3795.36	

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required
BTEC, Voc AGCE, Access to HE, CACHE early years	Leeds Thomas Danby	FD EYP FD BA Health & Soc Care	University of Leeds University of Bradford					

Title of Development		3. Advocacy Skills Module									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
To develop a module on Advocacy Skills for advice / advocacy agencies in H&Soc Care	UG - to embed in existing H&Soc Care FD	Sector specific advocacy skills	Blended learning			Bradford College Calderdale College	Bradford College	Keighley Citizens Advice Bureau Cloverleaf Advocacy Others will be consulted		Poss Skills for Care	

Contribution To	Status of Development
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Targets (see above)					
New Learners	10pa?	Completed	In Development	In Planning	
FDs or equivalent	n/a	N	Y	Y	
Progression Agreements	n/a	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
			Jul 09 (validation Jul09)		

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£2140	678.50	
Resource Purchase			
Other Items Expenditure			
Totals	£2140	678.50	

July update – additional info:

Timescales have slipped due to long term staff absence. Now making progress and back on track. Calderdale College now participating in this development.

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development		4. Domestic Violence Module									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
To develop 2 modules on Domestic Violence for agencies in both private and public sector	UG					Bradford University					

Contribution To Targets (see above)		Status of Development			
New Learners	10pa?	Completed	In Development	In Planning	
FDs or equivalent	n/a	N	Y	Y	
Progression Agreements	n/a	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
			Jan 09		

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£2200	0	-2200
Resource Purchase			
Other Items Expenditure			
Totals	£2200	0	-2200

Aug update – additional info:

Repeated attempts to contact Barry Barton have been unsuccessful (now retired). However LG has obtained a completed copy of the module(s) which will be made available to the Sector Group. No funding claimed for this development in view of circumstances.

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development		5. Feasibility Study for FD in Dental Nursing									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
To explore employer need for FdSc Dental Nursing in WY	n/a	Feasibility study, ie research with dental employers and HE	n/a			Wakefield College		Local dental practices		Skills for Health	

Contribution To Targets (see above)		Status of Development			
New Learners	n/a	Completed	In Development	In Planning	
FDs or equivalent	n/a	N	N	Y	
Progression Agreements		Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
				Nov 08	Feb 09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£3000		
Resource Purchase			
Other Items Expenditure			
Totals	£3000		

Aug update – additional info:

Due to staff sickness this development has not yet been started. Decision made at Jul09 Sector Group meeting that this development be withdrawn and funding reallocated.

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required
n/a								

Title of Development		6. FD in Dental Nursing (pending outcome of feasibility study above)									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
To develop FdSc Dental Nursing	FD	Advanced dental nursing practice	To be determined during feasibility			Wakefield College HE tbc		Local dental practices		Skills for Health	

Contribution To Targets (see above)	Status of Development
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New Learners	tbc	Completed	In Development	In Planning	
FDs or equivalent	1	N	N	Y	
Progression Agreements	1	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
				Feb 09	Jan 10

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£10,000		
Resource Purchase			
Other Items Expenditure	£2,000		
Totals	£12,000		

Aug09 update – additional info:

See above re feasibility –this development has also been withdrawn at the July Sector Group meeting.

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development		7. FD in Working with Children Young People and Families									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
Employers are keen to develop quals for Family Support Workers which benchmark against the	FD BA Hons Stand alone modules for CPD	Developing skills for working directly with CYPF - emphasis on social care and reflective	WBL and e-learning			Bradford University Wakefield College? Bradford College?	Bradford University	Bradford Inter Agency Training Forum (all childcare providers in Bradford Metropolitan District)		CWDC	

CDWC framework		practice.				Joseph Priestley					
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Contribution To Targets (see above)		Status of Development COMPLETE - contact Sector Officer for details			
New Learners	25 pa	Completed	In Development	In Planning	
FDs or equivalent	FD	Y	Y	Y	
Progression Agreements	2	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
		Jun 09	Jul 09	Dec 08	End Sep 09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£10,800	15,191.26	+4391.26
Resource Purchase			
Other Items Expenditure	£1,200		-1200.00
Totals	£12,000	15,191.26	+3191.26

Aug09 update – additional info:

This curriculum development is now complete and undergoing validation. Delivery will commence in autumn 09 at UoB. Presentation to Sector Group to take place at July 09 meeting. Progression agreements not yet in place and will follow.

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required
Level 3 or APEL	Bradford College Or employed status	FD	University of Bradford FD Working with CYPF					
FD	University of Bradford	BA Hons (top-up)	University of Bradford BA Hons Working with CYPF					

Title of Development		8. FDA in Management for Childrens Care / Social Care - joint initiative with LMIE Sector Group Please note: this CD activity is being reported on the HSCEY work plan and accounted for through University of Bradford.									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						

To address the gaps in leadership and management skills identified in the sector and embed CCLD Level 4	FD	Management and child care specific modules	Flexible delivery and assessment, primarily WBL			Wakefield College; UoB; Calderdale College; LTAS; Joseph Priestley; Kirklees College; Leeds Thomas Danby; Park Lane		Wakefield MDC Sure Start Private providers		CWDC	
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Contribution To Targets (see above)		Status of Development			
New Learners	30 over 3 years	Completed	In Development	In Planning	
FDs or equivalent	1		Y	Y	
Progression Agreements	1	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
			Jul 09	Feb 09	Sep 09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	£10000 + 10760 (from LMIE budget)	8028.34	
Resource Purchase			
Other Expenditure Items	£2000	242.65	
Totals	£12000 + £10760 (from LMIE budget)	8270.99	

July update – additional info:

Although it has required significant Sector Officer support this development has progressed well. The FD Mgt for Childrens Care and FD Mgt for Social Care groups have joined together and both qualification are following a common structure.

Modules are about to be finalised and validation processes have commenced via UoB and LMU for both qualifications. Any unused funding due to the savings reaped from the combined development will be redirected to allow the group to move on to developing learning materials. Delivery due to commence Autumn 09 at Calderdale College, Wakefield College and University of Bradford.

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required
NVQ 3 Childcare Deputy	Wakefield MBC	FDA Child Care Management	Wakefield College					

Managers								
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Title of Development		9. FD in Management and Leadership in Care Settings - joint initiative with LMIE Sector Group Please note: this CD activity is being has been amalgamated with the FD Management in Childrens Care listed above (CD 8) as many partners are involved in both and it was decided to follow a common approach. See above for progress report.									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
To address skills gap in leadership and management in Social Care	FDA	Management and social care specific modules	Curriculum materials which can be delivered and assessed in a flexible way			Bradford Uni Leeds Uni Leeds Met Calderdale C Wakefield C Park Lane C Leeds Trinity		Kirklees MDC Leeds City Council Careforce		Skills for Care	

Contribution To Targets (see above)		Status of Development			
New Learners	20FTE over 3 yrs	Completed	In Development	In Planning	
FDs or equivalent	1	Y / N	Y		
Progression Agreements	tbc	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	0		
Resource Purchase			
Other Expenditure Items	0		
Totals	0		

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Aug update – newly approved CD activities following July 09 Sector Group meeting:

Following a productive Sector Group planning session at the end of April where discussion with project managers, workforce development managers and employers took place several proposals were tabled at the July 09 Sector Group meeting. The following proposals were approved at this meeting. Discussions have taken also place with WYLLN central team how some of these proposals may meet the priorities needed to be eligible for central funding (eg development of progression agreements) although this has not yet been confirmed, hence the apparent over-allocation of sector group budget (adjustments will need to be made if this is not forthcoming).

Title of Development		10. Development of a flexible shell framework for learning and professional development in Health and Social Care – <i>proposal agreed Jul09</i> - A large project which will require dedicated resource, it is proposed to fund a 0.5 post, reporting to a steering group of HSCEY stakeholders, to focus on this development and ensure the dimensions of such a framework are fully explored, and resource is dedicated to working through institutional approvals and meeting employer needs.									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
Employers have expressed a desire for more flexible learning in smaller packages, which can be offered at a range of institutions and in the work place	Stand alone or building credit to full award at any level. Primarily designed with new assistant practitioner roles in mind.	Mapped against NHS competency frameworks, initially mapping to recent work around mental health and learning disability.	Flexible structure with 5-20 credit units, packaged assessment, work-based, allowing stand alone CPD which can also earn credit toward full qualifications.	In the longer term, existing provision could be dropped into this framework to make it fully flexible.		UoB UoH Kirklees College Wakefield College Leeds City College Bradford College Joseph Priestley					Skills for Health Skills for Care

Contribution To Targets (see above)		Status of Development		
New Learners	yes	Completed	In Development	In Planning
FDs or equivalent	Yes	N	N	Y

Progression Agreements		Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
			Sep10	Jun09	Aug09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	Up to 50,000		
Resource Purchase			
Other Expenditure Items			
Totals	Up to 50,000		

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development		11. Progression Agreements for Health and Social Care Apprentices to professional training – proposal agreed Jul09 - the initial phase will involve a scoping exercise looking at the type of progression existing learners would like to experience - the second phase will target courses identified through the scoping to build progression agreements to support learner transition									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
NHS Y&H and Skills for Care would like to see clearer progression routes for apprentices into HE and professional training (eg nursing, allied professional, social work)	Progression from Level 3 vocational qualifications into Level 4 professional training	New support may be identified as part of this project				NHS Y&H UoB Kirklees College Others tbc		Training providers (tbc)		Skills for Health	

Contribution To Targets (see above)		Status of Development			
New Learners		Completed	In Development	In Planning	
FDs or equivalent		N	N	Y	
Progression Agreements	Yes	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
			Mar 10	Jun09	Jul09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	10,000		
Resource Purchase			
Other Expenditure Items			
Totals	10,000		

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required
NVQ Level 3 Health and Social Care	To be identified by SHA and Skills for Care – employers?	To be determined during scoping	To be determined during scoping	tbc	tbc			

Title of Development		12. To convene an employers commissioning forum for children's workforce development with sub-regional membership – <i>proposal agreed Jul09</i> This proposal is for funding both to scope exactly what the key stakeholder sub-regionally (employers, HE and FE providers) would want from an Employers' CPD Commissioning Forum, and to organise, facilitate and report on an inaugural meeting of the sub-regional Forum in November 2009, to coincide with the completion of the CWN HE pilot exercise. NB: It was agreed that the Forum could include consultation on the need for training in speech and language skills in childcare workers to support the development of communication skills in children (which had been proposed as a CD separate activity – CD 14)									
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery	
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment						
Employers' CPD Commissioning	CPD – from FD	n/a	n/a			UoL LTAS		TBA building on existing		Skills for Care	

Forum – currently there is no forum where LAs and vol sector children's services, HE and FE can meet with SSCs to identify common CPD and educational needs, and to broker collaborative responses	to M level					UoH UoB Others invited		links within UoL and UoH		CWDC	
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Contribution To Targets (see above)		Status of Development			
New Learners		Completed	In Development	In Planning	
FDs or equivalent		N	N	Y	
Progression Agreements		Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
				Jul09	Nov09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	3800		
Resource Purchase			
Other Expenditure Items	1000		
Totals	4800		

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development	13. Consultation for Rehabilitation Support – proposal agreed Jul09			
	A consultation event to support the development of a Certificate in Rehabilitation Support. This development will run alongside the development of the Shell Framework (CD10)			
	Type of Activity	List Partners Engaged in	List Employers Engaged	List SSCs Engaged in

Rationale for Development	Type and Level of Provision (e.g. FD full course)	New		Modified		Development or Delivery		in Development or Delivery		Development or Delivery	
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment	Development	Delivery	Development	Delivery	Development	Delivery
The event will focus on gathering stakeholders views, inc professional bodies, employers, additional support workers and service users to support the development of Cert in Rehab Support	Level 4	New modules to support development of Assistant Practitioner roles in Rehab Support				UoB UoH? Kirklees College tbc	UoB UoH? Kirklees College tbc	C&H NHS Foundation Trust	C&H NHS Foundation Trust B&ACHS	Skills for Health	HPC COT CPS

Contribution To Targets (see above)		Status of Development			
New Learners		Completed	In Development	In Planning	
FDs or equivalent	yes	N	N	Y	
Progression Agreements		Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
				Aug 09	Oct 09

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	3000		
Resource Purchase			
Other Expenditure Items	500		
Totals	3500		

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development		14 - Review of work-based learning component within Foundation Degree in Health and Social Care – <i>proposal agreed Jul09</i>										
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery		
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery	
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment							
FD in H & SC includes 3 wbl modules (totalling 90 credits) which are no longer fit for purpose. This proposal seeks to review and re-design arrangements for the wbl element to better meet the needs of students and employers.	Level 4			Reduce duplication of taught content with other modules	Placement visits, Assessment strategy	UoB LTD Calderdale College		tbc				

Contribution To Targets (see above)		Status of Development			
New Learners		Completed	In Development	In Planning	
FDs or equivalent	yes	N	N	Y	
Progression Agreements		Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
				Oct 09	Jul 10

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	3600		
Resource Purchase			
Other Expenditure Items			
Totals	3600		

Progression Agreement Linked to Curriculum Development

Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Title of Development		15 Development of online mentoring for students on healthcare management programmes – <i>proposal agreed Jul09</i>										
Rationale for Development	Type and Level of Provision (e.g. FD full course)	Type of Activity				List Partners Engaged in Development or Delivery		List Employers Engaged in Development or Delivery		List SSCs Engaged in Development or Delivery		
		New		Modified		Development	Delivery	Development	Delivery	Development	Delivery	
		Content	Teaching and Learning or Assessment	Content	Teaching and Learning or Assessment							
Students on management programmes need mentors to support them during their studies. The proposal seeks to develop online mentoring which will facilitate availability of mentoring opportunities.	Complementary to Level 7		Online Mentoring provision			UoB Others tbc		tbc				

Contribution To Targets (see above)		Status of Development		
New Learners	n/a	Completed	In Development	In Planning
FDs or	N/a	N	N	Y

equivalent					
Progression Agreements	N/a	Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date
				Oct09	Sep10

Expenditure Item	Estimated Cost (£)	Actual Cost When Known (£)	Estimated / Actual Cost Variance (£)
Staff Time	3500		
Resource Purchase			
Other Expenditure Items			
Totals	3500		

Progression Agreement Linked to Curriculum Development								
Types of learners involved e.g. BTEC, NVQ	Course title and sending institution	HE qualification learner will enter	Course title and receiving institution	No. of progression agreements signed	No. of progression agreements in development	No. of different institutional signatories	Expected number of learners per year	ASN FTE Required

Marketing Strategy 2008/09 Budget available to support activity £5,681 (3yrs £17,045)
Target across the 3 years: 145 employer engagements
6 Employer events

Please use these tables as a template and complete ONE FULL SET for each marketing event/development that is “In Development” or “In Planning” by copying and pasting the blank tables below. Please complete all **yellow highlighted** boxes where appropriate and applicable. The information contained in this work plan should be kept and updated as marketing events/developments move from “In Planning” through “In Development” to final “Completion” so that a historical record of sector group progress is recorded. Funding will be provided for those marketing events/developments “Completed” or “In Development” when actual costs or estimated costs are provided. Funding provided to marketing events/developments “In Development” based on estimated costs will be adjusted when actual costs are known. A full costing breakdown will be required for all completed marketing events/developments and a template will be provided on request.

Rationale	Type of Activity	List of Partners Engaged	List of Employers Engaged	List of SSCs Engaged	Estimated Costs (£)	Actual Final Cost When Known (£)
1. To make available publicity materials for use with learners and employers at events	Power point presentation	Sector Officer			0	£1074.61
	Employer Sector Leaflets	WYLLN / Escalate / Sector Officer	Employer Engagement Sub-Group	Skills for Care	£600	
	Learner Sector Leaflets promoting	Delivery Institutions				

	launch of new developments					
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Rationale	Type of Activity	List of Partners Engaged	List of Employers Engaged	List of SSCs Engaged	Estimated Costs (£)	Actual Final Cost When Known (£)
2. To build a web presence via WYLLN, member and partner websites	Shared website content	Sector Officer HSCEY Group	n/a	n/a	0	

Rationale	Type of Activity	List of Partners Engaged	List of Employers Engaged	List of SSCs Engaged	Estimated Costs (£)	Actual Final Cost When Known (£)
3. Raise profile with and disseminate information to employers	Trainer Provider Conference, Doncaster (May08)	Escalate		Skills for Care		
	Putting Values First in SW Practice Conference (Oct 08)	Escalate	Bradford Council Calderdale Council Kirklees Council Leeds City Council Wakefield Council	Skill for Care		0
	Skills4Care SW PQ Conference	Sector Officer		Skills for Care		0
	Presentation at NHS LLN Event (Jan 09)	Sector Officer				0
	Consultation event for workforce development within Every Child	UoL / LTAS	Local Authorities, Social Services IAG services Youth Services etc		See CD14	

	Matters (Nov 09)		Vol Agencies			
	Joint promotional event with LMIE Group to launch L&M FD's in Social Care / Child Care (autumn 09)	HSCEY Sector Group Partners LMIE Sector Group Partners			tbc	
	Consultation for FD Mgt Childrens Care as part of Calderdale Employer Evening	HSCEY Sector Group Partners LMIE Sector Group Partners			Tbc	
	WYLLN Showcase Event - UoH	Sector Officer	UoH staff & other education providers			100.05
	Sector Group planning / Employer Consultation Workshops	HSCEY Sector Group	Bradford Council BDCT FdF	Skills for Care Skills for Health Skills Academy for Health		492.94
	Exhibition stand at WYLL-SC independent sector conference (Apr 09)	Sector Officer	Independent Sector Employers	Skills for Care	n/a	
	Exhibition stand at Skills Academy for Health consultation event (May 09)	Sector Officer	NHS employers Independent Sector employers	Skills for Health Skills for Care	n/a	
	SfC Transforming Training Conference (Jun09)	Sector Officer	Social Care providers (LA,NHS, independent)	Skills for Care Skills Academy for Social Care	n/a	

	Sector Group Consultation on shell framework (Sept 09)	Sector Lead Sector Officer Sector Group members	tbc	Skills for Care Skills for Health	£3000 (CD10)	
	Consultation on Rehabilitation Support (Oct 09)	UoB	Calderdale & Huddersfield NHS Trust BACHS	HPC COT CPS	£3500 (CD13)	

Please complete this table for each Employer Event you record in the table above

Contribution To Employer Event and Engagement Targets (see above)		Status of Development			
		Completed	In Development	In Planning	
No. of Employer Events (if appropriate)					
No. of Employers Engaged * (if appropriate)		Y / N	Y / N	Y / N	
		Date Completed	Expected Completion Date	Expected Start Date	Expected Completion Date