

**Rhondda, Cynon, Taf - Employment and Skills Action Plan
2019 – 2021**

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This Action Plan will be liable to change as funding is reviewed annually, either on an academic or financial year basis, and contractual obligations may change to reflect new funding priorities.

| What do we want to achieve? | What actions are required to achieve the success we need? | Provision delivered | Responsibility | What are the key PIs that will demonstrate achievement? |
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| <p>All people have access to the support they need to develop their skills and knowledge so that they can achieve their potential and live healthy and rewarding lives;</p> | <p>Work with training provider partners to ensure there is access to a wide curriculum at all levels with pathways for progression onto higher level programmes.</p> | <p><u>Adult Community Learning (ACL)</u></p> <ol style="list-style-type: none"> 1. Adult Community Learning provision to be jointly developed with ACL partners and delivered at community venues across the county. <p>Provision to include:</p> <ul style="list-style-type: none"> • Essential skills assessments; • Essential skills literacy programmes; • Essential skills numeracy programmes; • Basic digital skills programmes; • Pre-employability skills. <ol style="list-style-type: none"> 2. A joint strategy for Essential Skills will be developed in line with national guidance to improve the number of people enrolling on the programme as well as to improve the completion and attainment outcome rates. 3. Further develop links with GP practices, the Council’s Public Health and Protection Service and the Local Health Board Coordinators to | <p>RCT Adult Education Service</p> | <p>There will be an improvement in the self-esteem and confidence of customers who engage with our programmes.</p> <p>An improvement in individual skills and qualifications.</p> <p>There will be an improvement in the health and well-being of people participating in learning programme.</p> |

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| | | <p>establish a programme of courses in partnership with GPs to promote well-being and improve mental health.</p> <ol style="list-style-type: none"> 4. Work with public sector and third sector community hubs to sign-post learners onto appropriate provision within local communities as appropriate. 5. Progression pathways onto accredited further/higher learning to be developed with FE and other partners in line with learner needs. 6. Work with relevant partners to expand Welsh-medium provision for adults. 7. Consultation to be undertaken with learners, employers and the wider community to identify future learner needs and to support co-production of programmes where appropriate. 8. Evaluation of programmes to be undertaken by relevant delivery partners and learner views considered when programmes are being further developed. 9. A variety of promotion and marketing activities to be undertaken to ensure that residents are aware of the breadth of provision available and how to access it, with a specific emphasis on social media but retaining more traditional means to ensure that no-one is excluded from the messages. | | |
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| | | <p>10. All partners to ensure that their provision meets Estyn's requirements as outlined in the Common Inspection Framework for adult community learning.</p> <p>11. ACL partners to work together to support a smooth transition from the current funding and delivery arrangements to the planned changes from September 2020.</p> | | |
| | | <p><u>Provision for youth</u></p> <ol style="list-style-type: none"> 1. The Youth Engagement and Participation Service will continue to provide effective guidance to young people making post-16 decisions regarding further education, employment or training through one-to-one support. 2. Provision for youth will be mapped so that there is a good understanding of what is available, who is delivering the provision and whether there are any gaps that need to be filled to ensure that young people have access to the right support at the right time and in the right place. 3. Provision for development of skills in a range of subject areas will continue to be delivered at youth clubs across the county. These range | <p>YEPS</p> <p>YEPS</p> | <p>Planning will be based on evidence and resources used effectively to maximise impact.</p> <p>There will be an improvement in the young people's confidence, self-</p> |

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| | | <p>from animation and coding to woodwork, food hygiene and construction.</p> <p>4. Accreditation opportunities which link with the new school curriculum will continue to be offered.</p> <p>5. Encouragement to further develop reading skills will be provided through initiatives with the Library Service including the Summer Reading Challenge, and volunteering opportunities will continue to be available through this programme.</p> <p>6. Continue to deliver the ESF-funded Inspire 2 Work programme for young people aged 16-24 years and offer a varied experience of learning and personal development for young people including specific programmes for Children Looked After.</p> <p>7. Continue to deliver the ESF-funded CfW (Priority 3) 1-1 mentoring support programme for young people aged 16-24 years who are NEET. The programme also offers opportunities to access free training courses through the WG commissioned ACT programme and provides support to overcome financial barriers to employment e.g. ID, transport, childcare, interview clothing.</p> | <p>YEPS</p> <p>Library Service</p> <p>RCT Adult Education Service / EET Team</p> <p>CfW</p> <p>CfW+</p> | <p>esteem and employability prospects.</p> <p>Improvement in literacy skills.</p> <p>More people will benefit from good-quality work experience opportunities.</p> <p>More young people will be supported to enter employment.</p> |
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| <p>and stay in employment</p> | <p>to support people to address barriers to employment and personal development.</p> | <ol style="list-style-type: none"> 2. Work in partnership to ensure that young people are supported with travel training opportunities through a package of theory and practical work sessions. 3. Continue to offer support for young people to encourage progression through the Careers Wales Tier 5 model and this includes young people on EOTAS provision, Year 11, Year 12 and Year 13 leavers and those who have not secured a destination post school. 4. Develop a package of support for young people with mental health issues and those at risk of becoming homeless. 5. Offer support for young parents to adjust to parenthood and support with future access to employment, education and training. 6. Continue to deliver the ESF-funded CfW employment support programmes (Priority 1 and 3) for people aged 16+. The programmes offer opportunities to access free training courses through the WG commissioned ACT programme and provides support to overcome financial barriers to employment e.g. ID, transport, childcare, interview clothing. 7. Continue to deliver the WG funded CfW+ employment support programme across RCT offering 1-1 mentoring for people aged 16+. | <p>YEPS</p> <p>YEPS</p> <p>YEPS</p> <p>YEPS</p> <p>CfW/CfW+</p> | <p>customers who engage with our programmes.</p> <p>More in-work support will be available to people once they have entered employment.</p> |
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| | | <p>who are not eligible for support through any other service or grant funded programme.</p> <p>The programme will also include:</p> <ul style="list-style-type: none"> • access to training opportunities as outlined under Adult Community Learning above; • sourcing local work placement opportunities for clients as part of their pathway to progressing into employment; • a programme of in work support to clients to help sustain their employment and to people at risk of or are in poverty who want to increase their hours of work or upskill; • support to overcome financial barriers to employment e.g. ID, transport, childcare, interview clothing; • a range of local engagement opportunities for people who are furthest away from the labour market and not yet ready to look for employment or access accredited learning. Local engagement plans are developed quarterly with delivery partners and are based on locally identified needs; • a programme of commissioned employment support activity i.e. work clubs. | <p>More volunteering opportunities will be available.</p> <p>More people will benefit from good-quality work experience opportunities.</p> |
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| | | <ul style="list-style-type: none"> • Targets for 2019/20: <ul style="list-style-type: none"> - 900 people engaged - 350 into employment - 450 gaining a vocational qualification - 100 completing a work trial, placement or volunteering opportunity - 75 referrals into other (employment support provision) 3 Plan collaboratively with partners for the impact of the ending of ESF employment programmes by exploring innovative ways in which employment support and provision can be maintained. 4 Plan for the impact of Welsh Government grant-funding changes to the CfW+ employment support programme/Legacy fund from March 2021. | | |
| | <p>Work with employers to prepare people for current and future vacancies and provide on-going support once an individual has gained employment.</p> | <p>1. Continue to expand relationships with employers who have vacancies and develop bespoke programmes to train unemployed people and those who are economically inactive to access these vacancies. The following sectors to be prioritised:</p> <ul style="list-style-type: none"> • Health and social care; • Administration; | CfW+ | <p>More people will benefit from good-quality work experience opportunities.</p> <p>More people will be supported to enter employment.</p> |

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| | | <ul style="list-style-type: none"> • Industrial cleaning; • Internal council vacancies, including leisure and horticultural. <ol style="list-style-type: none"> 2. Continue to employ an Employer Liaison Officer to engage with employers and identify suitable options for work experience and volunteering to upskill residents. 3. Work closely with the Regeneration and Prosperity Service to identify areas where employers are developing their businesses so that skills development programmes can be implemented with partners to prepare residents to fill those vacancies. 4. Work with partners to assess how much support is available for individuals once they have gained employment with a view to enhancing what is on offer if resources can be identified. 5. Ensure that teams have a good understanding of the current and future skills needs of the area and make use of the data available, for example through the Regional Skills Partnership and Data Cymru, to plan for the delivery of relevant learning and skills programmes as well as for the up-skilling of service staff. | | <p>More in-work support will be available to people once they have entered employment.</p> |
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| | | 6. Analyse the outcomes of the extended Community Benefits pilot and assess whether it offers opportunities to support access to skills and, if so, identify a process by which this can be facilitated in line with business needs. | Community Development Service | |
| | Encourage and influence employers to take positive action and promote equality for disabled people when recruiting, selecting, managing and developing staff. | <p>1. Work with colleagues within the Council and external partners to raise awareness of the ESF project – Building Resilience, Prosperity and Wellbeing that will deliver, among other things, individual and organisational support to enable people with disabilities or work-limiting health conditions to return to work and provide advice on development of Equality and Diversity policies.</p> <p>2. Implement the Gateway to Employment programme:</p> <ul style="list-style-type: none"> • 8 young people with additional learning needs on placement with the council; • Supported placements in partnership with Coleg Y Cymoedd. | RCT HR EET team | <p>More opportunities will be available for people who have a disability or long-term health condition to re-enter or sustain employment.</p> <p>Customer satisfaction with the level of support offered will be increased.</p> <p>Job coaches providing support for YP and managers.</p> |
| Those who want to progress in work are able to benefit from opportunities to further develop their | Work with employers to promote opportunities for progression, personal development and career enhancement | 1. Work with Council services and our wider network of partners to identify training that is available to employed people and highlight this to employers for example essential skills training, Welsh language skills, health and safety etc. | Community Services | An increase in skills and qualifications. |

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| <p>skills and gain promotion.</p> | | <ol style="list-style-type: none"> 2. Upskill existing employees under the apprenticeship qualification frameworks. 3. Continue to invest in staff skills to ensure that the workforce has the level of expertise required to adapt to changing needs. 4. Continue to offer opportunities for staff to develop youth work qualifications and continue to roll out the volunteering programme to encourage an uptake in young people deciding on youth work as a viable career. | <p>EET team</p> <p>Community Services</p> <p>YEPS</p> | <p>An increase in skills and career progression opportunities.</p> |
| <p>There is access to training and learning throughout a person's life as a commitment to lifelong learning is essential for prosperity</p> | <p>Work with local communities to identify the learning and skills needs of their residents.</p> | <ol style="list-style-type: none"> 1. Work undertaken to map the learning and skills needs of the 10 planned Neighbourhood Network areas in RCT will be gathered as they are developed with a focus for 2019/20 on: <ul style="list-style-type: none"> • Yr Hwb (Ferndale) • Canolfan Pennar (Mountain Ash) • Porth 2. Information will be shared with partners in order to support their planning, for example the ACL's adult community curriculum. 3. Each Neighbourhood Network will publicise the availability of support and programmes to wider community members, taking feedback | <p>RCT Community Development</p> | <p>Collaboration across training and advice provider organisations will increase, and better use made of limited resources.</p> <p>Resources will be targeted at the areas of highest need.</p> <p>Customer satisfaction with the level of support offered will be increased.</p> <p>People are able to access more learning</p> |

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| | | <p>from the community in relation to learning needs, and influencing provision.</p> <p>4. CfW+ will continue to provide a range of local engagement and training opportunities for people who are furthest away from the labour market and not yet ready to look for employment or access accredited learning. Local engagement plans are developed quarterly with delivery partners and are based on locally identified needs.</p> <ul style="list-style-type: none"> • Targets for 2019/20: <ul style="list-style-type: none"> – 843 people feel more positive about their mental wellbeing – 69 people with increased physical activity – 170 people gain basic ICT/Digital skills – 314 people know how to access help and support (information and advice) – 196 people feel part of the community – 176 young people know how to access help and support (information and advice) – 110 young people feel part of the community <p>5. Community Insights and Value software will be shared and used to support funding applications to address evidenced need.</p> | <p>opportunities in their local communities.</p> |
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| | | <p>6. A Learner Voice consultation will be undertaken to gather and assess the feedback from learners on their experiences of engaging with learning and skills programmes, and the feedback used to inform future developments.</p> | | |
| | <p>Deliver employability support and access to community learning at local venues including community hubs across the county.</p> | <ol style="list-style-type: none"> 1. Maintain delivery of CfW and CfW+ provision at 13 key community centres across the county. 2. Continue to offer access to community learning and employability support at all libraries as well as free use of rooms to training provider partners for delivery of their programmes. 3. Assess the needs of each Neighbourhood Network area prior to the establishment of community hubs mapping the level of provision available and the most appropriate place for delivery to ensure access to community-based provision within each area. | <p>Community Development</p> | <p>Easy access to community-based programmes at local venues.</p> |