



Business Plan for Lancashire WBL Executive Forum for the Financial Year 2015 to 2016 Quality Improvement Sub group

Business Plan
2015/2016
August 15

QUALITY GROWTH INFLUENCE

Vision

The Lancashire Work Based Learning Executive Forum is committed to **supporting** its members to provide the **highest quality** of Work Based Learning opportunities to **young people and adults** within the workforce to the benefit of **employers** and the **wider society** in Lancashire. Our vision is that Apprenticeships are seen as a **valid and recognised route** of choice into Higher Education (HE) or career progression.

Mission

- **To provide our members with information** to enable understanding of existing and emerging policies through the establishment of high level strategic partnerships with existing, new and emerging Government agencies/departments and other relevant bodies.
- To gather and represent the views of our members, in order to **influence** the development of policy and strategy at both Regional and National level.
- To **support members** in developing excellence in practice through establishing the provision of CPD activities and arranging good practice networks both locally and regionally.
- **To raise the profile** of Work Based Learning through the celebration of individual and collective successes and through the promotion of the Apprenticeship brand.
- To work collaboratively and in partnership with members to **secure additional funding** to support activities that will help deliver the Forum mission.
- **Extend our influence and recognition** to ensure that the needs of Lancashire are recognised in Regional and Local Strategic groups.

Introduction

Our Business Plan for the financial year 2015-16 describes how we will deliver our key objectives.

Government skills priorities have remained broadly the same since 2010, signalling that government sees its role as setting strategic priorities, with the SFA focussed on delivery. We must support our members to be flexible enough to respond to future publicly-funded skills priorities.

Our members face considerable challenges in the year ahead, with reducing budgets, pressures to increase outputs and changes to the political landscape.

A major risk that our members have to manage over the coming year/s is the increasing pressure on financial health and we want to ensure that we help members make the best possible use of the funding available.

For the 2015-2016 financial year, apprenticeships, traineeships and English and maths remain the key priorities for the SFA.

At the heart of apprenticeships are employers. We need to assist members to increase the number of employers that offer apprenticeships, particularly small and medium-sized enterprises, while at the same time meeting the challenge of changes brought about by the funding reform.

Apprenticeships will continue to be the key to solving skills shortages and coping resiliently with the country's future skills needs.

We have to achieve our objectives in an environment of increased pressures on the provider network

Key Objectives for the Financial Year 2015 to 2016

The Lancashire WBL Executive Forum has six key objectives.

Objective 1

To continue to drive provider performance by supporting Forum members to deliver high quality programmes

Objective 2

To increase and widen participation in Traineeships and Apprenticeships in line with the Government's ambitions and targets

Objective 3

To increase employer engagement through raising the profile of Work Based Learning

Objective 4

To develop and maintain strong relationships with key partners to maximise opportunities for members and ensure high quality communications for members

Objective 5

To source and bid for addition funding to maximised membership delivery

Objective 6

To support members with the reform of Apprenticeships and changes to the funding system

Objective 1

To continue to drive provider performance by supporting Forum members to deliver high quality programmes

Approaches	Actions	Group / Who	Target / Close out
Continue to facilitate the QI Sub group	Arrange at least 4 meetings per year	Raeleen Duthoit	
Continue to seek funding to support members quality initiatives	Research funding streams and bid for appropriate funding.	Raeleen Duthoit	
Promote Worldskills and competition activity to help providers drive innovation and quality	Distribute information on WorldSkills to members to ensure that they are able to participate in competition activity.	Raeleen Duthoit Exec Group	
	Bid for funding to support members	Raeleen Duthoit	
Maintain an on-going dialogue with the SFA audit team	SFA to be invited to Forum meetings and include as a member of the QI sub group. Ensure that SFA audit team attend at least 1 meeting per year	Raeleen Duthoit	
Support individual provider's quality plans and business strategies	Assess requests for help from providers and action accordingly Ask relevant speakers to attend meetings to update on developments Disseminate information from Regional meeting and any updates received Arrange training sessions as requested by wider network and Quality Improvement sub group	QI Sub group Raeleen Duthoit	
Share what is working well and lessons learned at sub group meetings and hold themed sharing good practice sessions	Hold bi-monthly Quality Improvement meetings with each meeting to have set theme or task and finish group	QI Sub group Raeleen Duthoit	
Facilitate open honest data sharing to share good practice and help address areas for improvement across providers	Research with SFA data that is available that can be shared between members, sector specific	QI Sub group Raeleen Duthoit	

