

Workshop

niace
promoting adult learning

Wednesday 6 October 2010

Southwark Cathedral, Montague Chambers, Montague Close, London SE1 9DA



Every Adult Matters

How Local Authorities and their partners can develop and implement a vision for better employment, skills and life opportunities for adults

Please retain pages 1 - 4

Why you should join this workshop?

NIACE in collaboration with JH Consulting is offering this experiential workshop as a launch pad for working together to develop cutting edge approaches to **integrating and focusing** services so that adults can achieve their employment, learning and life goals.

Every Adult Matters is not a Government initiative....yet! But the essence of delivery holistic services to help adults realise their potential is a key theme across a number of policy strands. Responding to a variety of key drivers including the Houghton Review: Tackling Worklessness and The Learning Revolution vision for informal learning, this highly participative workshop will support participants in developing more effective, integrated services for adults.

The workshop is designed for participants who are keen to explore 'every adult matters' as a concept with like minded colleagues from other parts of the country, as something that they feel they would be able to promote with colleagues and partners in their own local areas.

If you are committed and passionate about adults getting the best support to fulfil their potential – for themselves, as key members of their families and communities and at work - then join us to work through practical solutions to making this happen.

The workshop will include learning how to use the Integrated Service Planning Tool. This tool has been developed through practical problem solving with a range of partners who find it an invaluable aid to developing integrated and personalised services.

"I liked the systematic approach leading to actions, whilst linking to first principles. It enabled us to get a good appreciation of the scale of the problem and of the need for a targeted approach and for integration of Jobcentre Plus and their programmes with health provision."

Andrew Attfield, Associate Director, Community Employment, Tower Hamlets NHS

"It really helps us to look at all the elements that need to be addressed in order to maximise the chances of successful outcomes for clients. As an organisation, it helps us to put together our support for clients in the most effective way."

Marie Harrison, Choices for All

"Some barriers between different kinds of providers were broken down through hearing different experiences and perspectives and I now understand better how we can work together more closely and effectively. Good luck with further events, they are so badly needed."

Gemma Hilton, Curriculum Manager, Barnet College

Workshop context

The five outcomes for Every Child Matters are regarded as universal ambitions for every child and young person, and that underpin the work of public agencies and delivery partners:

- be healthy
- stay safe
- enjoy and achieve
- make a positive contribution
- achieve economic well-being.

The Government has yet to extend this holistic set of ambitions for adults, but we will explore and develop the proposition that adults should benefit from a similar approach, supported by a range of agencies - in short that Every Adult Matters too! This means focusing on how to support adults to achieve their employment, learning and life goals and to overcome barriers (financial, health, transport, etc) to doing so.

Local Authorities and a range of other partners play a pivotal role in delivering services for adults.

Drawing on tried and tested approaches and tools, we will work through the challenges to developing and delivering integrated, personalised services, exploring practical ideas that you can take back to your organisation, partners and local areas.

What will I get from the workshop?

By taking part in this workshop, you'll get:

- a shared understanding of how an Every Adult Matters can increase the effectiveness of planning and commissioning services – for skills, employment, learning, health etc.
- experience of using the tried and tested JH Consulting Integrated Service Planning tool
- ideas, solutions and actions for moving forward to take back to your organisation and partners
- the opportunity to network and form contacts with other organisations and colleagues that have an interest in Every Adult Matters.

Who is the workshop for?

The workshop will be of interest to those in **commissioning and strategic/planning** roles and who have a responsibility to ensure that services for adults are planned and resourced to enable them to achieve their potential. In particular, those responsible for commissioning and planning the following services may find this workshop helpful in informing their work:

- Local Authority commissioners and planners – for Work and Skills, Adult Education, Economic Development, Community Cohesion, Children's Services etc.
- Health and Wellbeing Commissioners
- Learning and Skills Council
- Jobcentre Plus
- Welfare to Work Prime Contractors
- Government Departments – BIS, DWP, DH, CLG
- Regional Development Agencies.

Programme Outline

Our approach is highly participative with sessions shaped by the particular interests of participants.

There will be no formal presentations. Learning and development will take place through building ideas in small groups and sharing experience all together.

There will be a refreshment break in the morning and afternoon.

10:00 Arrival and registration (tea/coffee available)

10:30 Welcome and introduction to the day

Morning session:

- Getting a shared understanding of 'Every Adult Matters' – sharing our experience
- Introduction to the Integrated Service Planning Tool and examples of how it is being used successfully
- Applying the Integrated Service Planning Tool, working up practical propositions that identify what combinations of services are needed and how they need to work together
- Identifying how the propositions can help adults to fulfil their potential and organisations to achieve their targets – for learning, employment, health, community cohesion etc.

13:00 Lunch and networking

13:45 Afternoon session:

- Identifying the critical factors for successful implementation in our organisations and with our partners e.g. staff roles, information, processes, tools, protocols, communication, funding mechanisms
- Getting more from using the Integrated Service Planning Tool to take forward key actions to address the critical factors.

16:00 Evaluation and Close

This programme is correct at the time of going to press. The organisers reserve the right to make changes to the published programme in the event of one or more of the advertised speakers being unable to attend. Participants have no claim against NIACE in respect of such changes.

Wednesday 6 October 2010

London

Event Information

- Arrival and Registration is at 10:00am for a 10:30am start. The event will end at 4:00pm.
- Event fee per person: £198 (Non NIACE members rate)
Event fee per person: £175 (NIACE members rate)
(includes lunch, tea/coffee)
- **NB: NIACE does not charge VAT on conference and course fees**
- If you wish us to invoice your employer we require a copy of the Purchase Order
- Please note that the absence of a Purchase Order / Order Number will delay the processing of your application form
- Only application forms with the payments section completed will be processed
- Places will be allocated in order of receipt of completed application forms
- Completed and signed application forms must be faxed or posted to NIACE by the closing date. Reservations by telephone cannot be accepted
- Application forms are individually acknowledged by e-mail. Joining instructions, including map and directions, will be e-mailed out one week before the event
- Participants should be prepared to take their own notes as there will not be handouts for all sessions
- If you have not received an e-mail confirming your attendance and joining instructions 4 working days before the event please contact:

NIACE Events Team

Tel: 0116 204 2811

Fax: 0116 285 9670

Minicom: 0116 255 6049

E-mail: events@niace.org.uk

Application Conditions

Event: Wednesday 6 October 2010

Closing Date: Thursday 23 September 2010

- Cancellations will only be accepted if received in writing before the closing date and will be subject to an administration fee of £50
- The full fee is payable prior to the event
- Substitutions are to be advised **5 working days** prior to the event
- A **10 working days** notice period is required for provision of electronic note-takers, sign language interpreters and transcription to Braille.

NIACE, the National Institute of Adult Continuing Education, was founded in 1921. The National Institute seeks to secure an education system responsive to the diversity of adults' needs and aspirations as learners, and in particular to those who benefited least from initial education. It is our belief that a system fit for adults of all ages and in all their complexity will work better for all learners.

The National Institute is active in many areas - in research, development, publishing, seminars, conferences and training courses, and has an active individual membership.

NIACE is a company limited by guarantee.
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Minicom: 0116 255 6049

E-mail: events@niace.org.uk<http://www.niace.org.uk/events>

INVESTOR IN PEOPLE



promoting adult learning



Please complete the application in **BLOCK CAPITALS**

My organisation has authorised my attendance on **Wednesday 6 October 2010, London**

Participant's details

Title _____ Full name _____

Job title _____ Organisation _____

Daytime tel No. _____ Mobile No. _____ Fax No. _____

Please provide an e-mail address that is your own and regularly accessed as this will be used to send you joining instructions.

E-mail

Address _____

Postcode _____

This is my Home address Work address

Joining instructions will be sent by e-mail, if you would prefer to receive these by post, please tick this box

Payment - NIACE does not charge VAT on conference/course fees (The signatory is responsible for payment)

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- I enclose a cheque for £..... made payable to NIACE
- Please send me a receipt
- I enclose Purchase Order No. _____ and request you to invoice my employer for £.....

Please note that the absence of a Purchase Order/ Order Number will delay the processing of your application form.

Invoice address:

Please debit my credit/debit card with the value of £.....

We do not accept payment by AMEX

Valid from: Expires on:

Three digit security code on reverse of card:

Issue No: (Switch/Maestro)

Name as it appears on the card:

Cardholder's signature:

Cardholder's address:

Participant's requirements

I have no special requirements	I will require a hearing loop
I will need support for my visual impairment	I will need wheelchair access
I will need an electronic note-taker	I will need facilities for an assistance dog
I will require a sign language interpreter (please specify)	
I require event materials in a specified format (please specify)	
I have the following dietary requirements (please specify)	
I have further additional requirements (please specify)	

NIACE requires a 10 working days notice period to make arrangements for electronic note-takers, sign language interpreters and transcription to Braille.

Sectoral Monitoring

Adult Education College	Community Education Provider	Further Education
Government Body	Higher Education	Information/ Guidance Provider
Learning and Skills Council	Libraries, Museums, Archives, Arts	Local Government (inc. Ed Authorities)
Media	Offender Education	Open, Distance or e-learning Provider
Union	Vocational Education and Training	Voluntary Sector and Charities

Ethnic and Equal Opportunities Monitoring

Bangladeshi	Black African	Black Caribbean	Chinese
Dual Heritage	Indian	Other Asian	Other Black
Pakistani	White	Any other ethnic group	
Gender	Female	Male	
Age	Under 30	30-50	51+

Agreement - I accept the NIACE Event Information and Application Conditions

Signature	Date

C1987/1010

Event Date: Wednesday 6 October 2010

Closing Date: Thursday 23 September 2010

Data Protection Act

The National Institute of Adult Continuing Education (NIACE) is registered under the Data Protection Act 1998 (Registration Number Z7412510). Personal information supplied to NIACE will be stored securely and used in relation to NIACE's work. Full details of the purposes for which NIACE processes personal information is in our Data Protection Register entry, which can be found on the Information Commissioner's website www.informationcommissioner.gov.uk. At no time will we divulge personal information to third parties without your express consent. Participants may be contacted by letter or e-mail with details of future events and publications organised or promoted by NIACE which may be of interest to you. Database mailing update forms are sent out periodically. These provide you with the opportunity to have your details amended or deleted from the database. If you wish to receive such further information please tick this box

Please return completed application form to: Fax: 0116 285 9670
 NIACE Events Team, Renaissance House, 20 Princess Road West, Leicester LE1 6TP
 Enquiries to: Tel: 0116 204 2811 E-mail: events@niace.org.uk