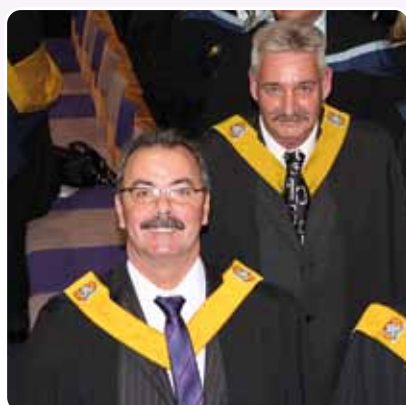


Scottish Union Learning

2010 2011 Annual Report



A new decade of
excellence in
union learning

stuc





Scottish Union Learning supports trade unions in accessing skills and lifelong learning opportunities that contribute to collective prosperity, fairness and equality, for workers across Scotland.

Introduction

Anne Douglas, Chair
Scottish Union Learning Board



Scottish Union Learning has had another successful year working with unions to provide learning in workplaces across Scotland. We welcome

the on-going support received from the Scottish Government; support which has not only been demonstrated in financial terms, but also in the prominence given to union learning in the Government's Skills and Learning Strategy. We are also grateful for the funding received from the European Social Fund in Lowlands and Uplands Scotland and in the Highlands and Islands.

Over the last year, three more unions not previously involved in learning have accessed funding through Scottish Union Learning. This means that 25 of the STUC's 37 affiliated organisations have now participated in union learning over the last 11 years, managing over 120

projects and delivering learning to more than 60,000 learners. We are proud of what unions have achieved and believe it is important to recognise the learning journeys that members undertake in the workplace each year. That is why the Board has introduced the new Scottish Union Learning Learner of the Year Award. Progression is an essential element of union learning and we are encouraged by the fact that 97% of union learners say they want to continue to learn. For many learners, the opportunity for learning provided through their trade union has proved to be life changing. In facing the most difficult economic climate in recent memory, it is crucial that we continue to deliver learning for union members across Scotland.

In the coming year, Scottish Union Learning will continue to encourage unions to take a strategic approach that integrates union learning activity within the wider activity of the union. This will ensure that we continue to meet the needs of learners and will help make learners the main focus of union learning activity in Scotland.

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Aims and Objectives

Scottish Union Learning provides a strategic direction for union learning in Scotland, managing the funding and services which are available to affiliates and establishing partnerships with organisations across Scotland that are involved in learning.

Scottish Union Learning is responsible for the administration of the Development Fund and the Learning Fund. Key areas of work also include the integration of Everyday Skills within union lifelong learning activity and supporting and stimulating lifelong learning initiatives specific to the Highlands and Islands.

Scottish Union Learning has adopted this Statement of Purpose:

Scottish Union Learning supports trade unions in accessing skills and lifelong learning opportunities that contribute to collective prosperity, fairness and equality, for workers across Scotland.

The aims and objectives of Scottish Union Learning are to:

- ✦ promote trade union led learning and skills development in line with STUC Policy on learning and skills;
- ✦ support unions in identifying and meeting the skills and learning needs of their members and in organising workplace learning opportunities across Scotland with specific resources dedicated to the Highlands and Islands;
- ✦ assist unions in identifying the needs of Union Learning Representatives and provide appropriate support;
- ✦ provide assistance to unions in accessing Everyday Skills opportunities for their members;
- ✦ manage and promote the Learning and Development Funds;
- ✦ ensure that the requirements of Scottish Government and ESF funding are met;
- ✦ establish relationships with partner organisations in the provision of learning and skills;
- ✦ continue to develop the Scottish Union Learning website and other resources for ULRs and learners;
- ✦ work with the TUC in ensuring the provision of a comprehensive trade union education service suitable to the needs of unions in Scotland;
- ✦ improve the skills and knowledge of all union reps in the workplace and in their union by participation on the TUC Education Programme; and
- ✦ continue the development of Scottish Union Learning.

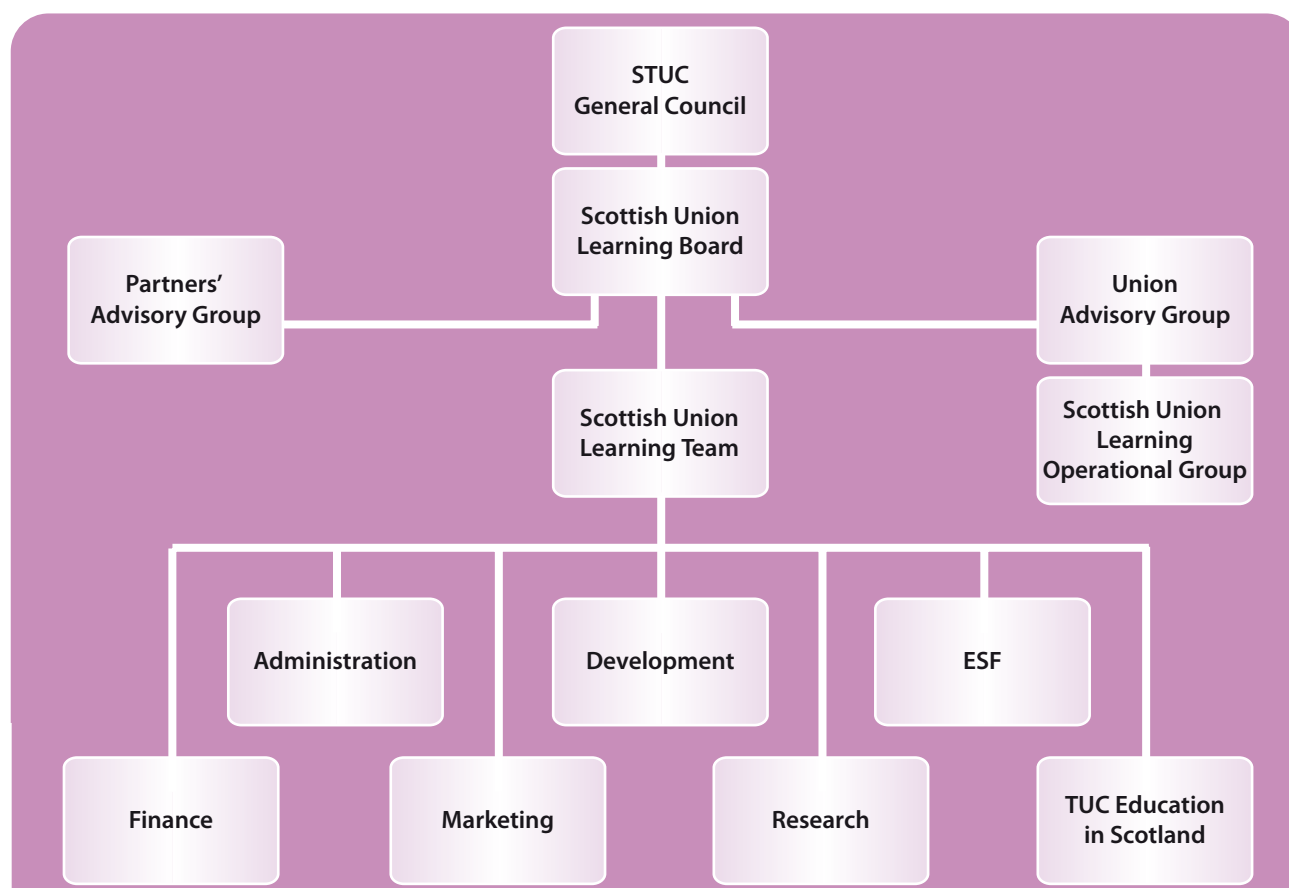
Structure

The role of the STUC is to co-ordinate, develop and articulate the views and policies of the trade union movement in Scotland. The STUC represents over 652,000 trade unionists from 37 affiliated trade unions and 24 Trade Union Councils.

Scottish Union Learning works within the structure of the STUC to engage with all affiliated trade unions to develop a strategy for union-led learning in Scotland and to support unions in providing services to their members which help to give workers access to learning and development opportunities. The work of Scottish Union Learning is directed by its Board, which is appointed by the STUC General Council from General Council members, representatives of affiliated trade unions, the STUC General Secretary and a TUC nominated member. The

Scottish Union Learning Board oversees the development and implementation of the organisation's strategy for advancing union-led learning in Scotland.

The Board is supported by a Partners' Advisory Group which brings together representatives of partner organisations to work with the Board in promoting the value of union learning across Scotland. The Union Advisory Group provides advice to the Board as required, based on operational experiences of providing learning in the workplace, which assists the Board in developing future strategy for Scottish Union Learning. The Scottish Union Learning Operational Group considers operational issues in relation to the Development Fund, the Learning Fund and Everyday Skills. Where appropriate, it refers issues to the Union Advisory Group.



The Board

The Scottish Union Learning Board governs Scottish Union Learning by agreeing and monitoring its business, operational and financial plans.

The Board's remit is to oversee the operation of Scottish Union Learning, with responsibility to:

- ✦ agree its strategic objectives and set and monitor its business and operational plans;
- ✦ set and monitor the annual budget of Scottish Union Learning;
- ✦ approve funding applications;
- ✦ oversee the allocation of ESF and other funds obtained to support learning by union members;
- ✦ oversee the allocation of funds to support the trade union education provided by TUC Education in Scotland.

Chair

Anne Douglas, Prospect

Vice Chair

Kevin Lindsay, ASLEF

Members

John Brown, CWU
Jackson Cullinane, Unite
Harry Donaldson, GMB
Harry Frew, UCATT
Lynn Henderson, PCS
John Keggie, UNISON
Mark Lynch, Young Workers' Rep
Liz Rees, TUC Education Manager
Grahame Smith, STUC General Secretary

Staff

Sylvia O'Grady, Lifelong Learning Manager
Harry Cunningham, TUC Education Officer: Scotland
Ann Garscadden, Admin Manager/
Secretary to the Board

Observer

Hugh McAloon, Scottish Government

Highlands and Islands in the Spotlight

The focus was firmly on the Highlands and Islands in September 2011 when the Scottish Union Learning Board convened in Inverness for the first time since the organisation was launched. The Board invited ULRs from the Inverness and Moray Learning Forums to join them in Inverness Town House, where the members heard first-hand about the challenges and rewards of workplace learning in the Highlands and Islands. Inverness was also the setting for a meeting between Scottish Union Learning and a wide range of its partners in the Highlands and Islands,

including Inverness College UHI, Skills Development Scotland, the Scottish Qualifications Authority, the Deaf Communication Project and WEA Scotland. Focusing on strengthening existing links between partners and unions, the presentations highlighted the need for innovation and flexibility in the design and delivery of courses to meet the challenges of providing workplace learning in this vast, remote and sparsely populated area.



Advisory Groups

Partners' Advisory Group
Union Advisory Group

Both Advisory Groups have a role in advising and informing the Board on issues that influence strategic direction, give practical advice in relation to operational issues and champion union learning.

Union Advisory Group

The Union Advisory Group meets quarterly and its remit is to:

- ✿ provide advice to the Scottish Union Learning Board based on operational experiences of providing learning in the workplace;
- ✿ provide feedback to the Scottish Union Learning Board, as requested, to assist the Board in developing the strategy for Scottish Union Learning;
- ✿ provide the Board with examples of good practice in trade union learning in the workplace to assist in the development of the future strategy for Scottish Union Learning.

Co-Chairs

Sylvia O'Grady, Lifelong Learning Manager
Harry Cunningham, TUC Education Officer:
Scotland

Membership

Membership is open by nomination from all STUC affiliated organisations.

Partners' Advisory Group

The Partners' Advisory Group meets bi-annually with a remit to:

- ✿ contribute to discussions about the strategic direction of Scottish Union Learning;
- ✿ advise Scottish Union Learning on ways in which it can develop in order to better achieve its objectives and further its role;
- ✿ champion the value of union learning in the wider world of learning and skills.

Chair

Grahame Smith, STUC General Secretary

Membership

Alliance of Sector Skills Councils
Dyslexia Scotland
Dyslexia Scotwest
Highlands and Islands Enterprise
Inverness College UHI
John Wheatley College
The Open University
Scottish Adult Learning Partnership
Scottish Enterprise
Scottish Government
SCQF
SCVO
Skills Development Scotland
SQA
Stow College
WEA

TUC Education

TUC Education has an unrivalled reach into Scotland's workplaces to provide education and training for workplace representatives. In 2010, TUC Education in Scotland trained 2,877 reps through its partnership with five colleges across Scotland.

Number of Reps Trained

Overall, UK figures for union rep training show that 57,163 workplace representatives have accessed TUC training in the last year. Both the Scottish and UK figures represent a slight decrease in numbers. Despite this, the programme offer includes additional courses and more flexible ways of accessing training to suit the needs of union reps. However, numbers of reps participating on the programme indicate a levelling off as the economic downturn begins to bite. The vast majority of affiliated unions participate in the programme, and some unions commission tailored courses to meet their specific needs.

The TUC Education Programme

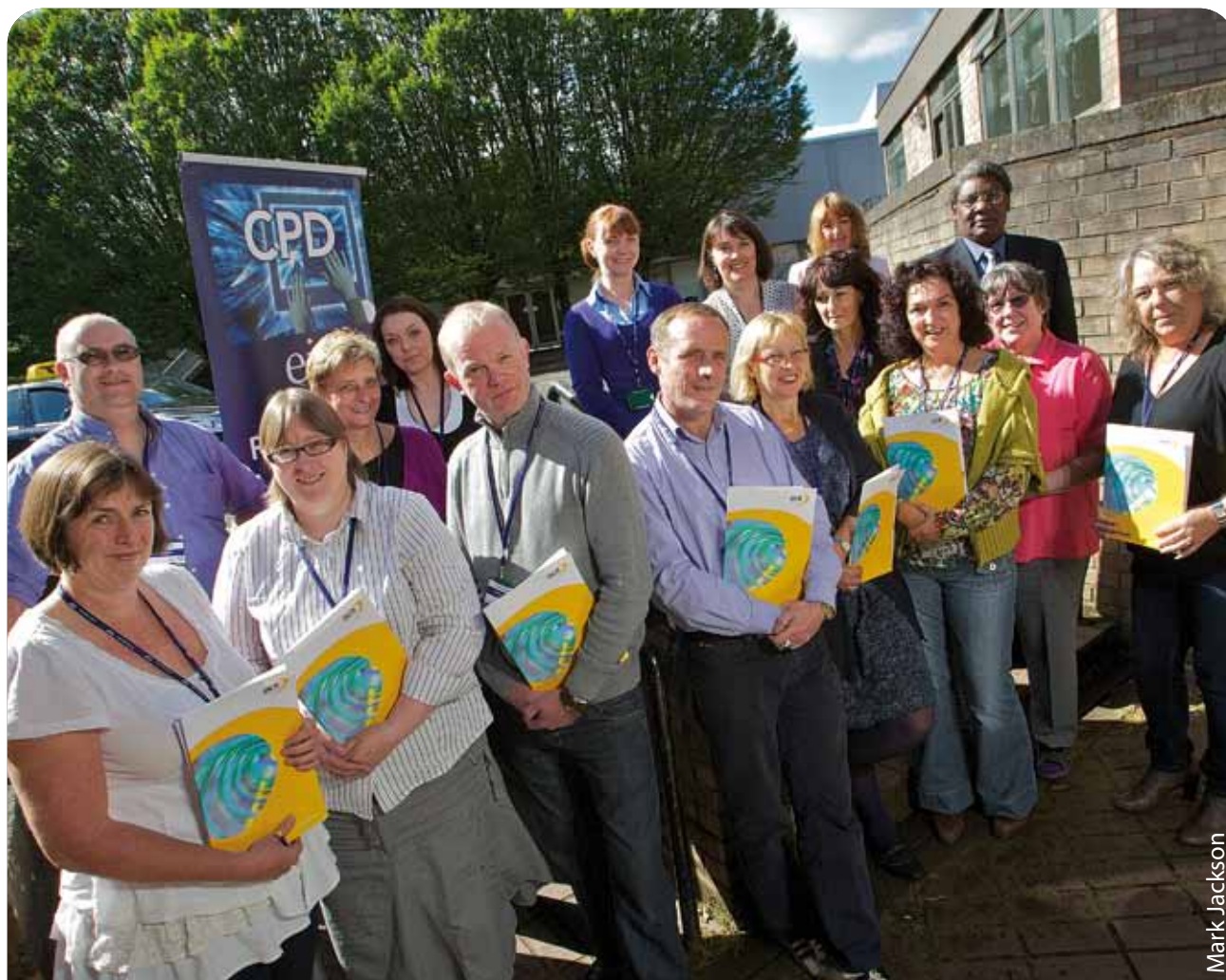
TUC Education runs a fully accredited programme for union reps and despite increased pressure on release, overall enrolment numbers are holding up reasonably well in the 12th year of the TUC programme. Accreditation is widely taken up by workplace reps and their achievement is recognised within the Scottish Credit and Qualifications Framework (SCQF). Continuing difficulties

for trade union representatives in obtaining paid release and the decline of industries and sectors with strong, traditional release arrangements mean that the 10-day union reps programme and the 5-day course for Union Learning Reps continue to show a slight downward trend, despite the fact that there are legal rights to paid release in place to support them.

Most union reps access their union learning through the TUC Education short course programme. Shorter courses are now vital to the programme, supporting TUC Education priorities and the work of affiliates. The wide range of short courses now offered varies from Coping with the Economic Downturn and Disability Champions to Handling Grievance and Disciplinary Procedures. The hard work and dedication of TUC tutors, union education officers and their colleagues are vital to the success of the delivery of trade union education and remain key to maintaining high levels of quality and demand.

TUC Education Online

TUC Education Online is now established as a genuine alternative to its classroom based equivalent. It offers a convenient and effective solution to union reps who seek to develop their skills and knowledge. Around 500 learners in Scotland accessed TUC Education training online in 2010. A snapshot survey indicated that 54% of online learners obtaining paid release to study online.



Union Learning Representatives

Following the launch of a new version of Union Learning Reps Stage 1 in 2010, Union Learning Reps Stage 2 has been piloted in 2011. This takes ULR development a stage further whilst also capturing some of the key learning issues such as Everyday Skills training and dyslexia awareness. The Stage 2 course for ULRs also offers progression in ULR training in the same way as for union reps and Health and Safety reps. In 2010, TUC Education in Scotland trained 110 Union Learning Reps and a further 82 reps also completed additional Everyday Skills training. Numbers for 2010 are slightly down on the previous year, with many ULRs reporting increased pressure on release for training. This reflects a trend across Scotland and the wider UK that ULRs are finding increasing difficulty in obtaining release for training beyond their statutory rights.

Equalities and Equality Reps

Equality is a key theme integrated in all areas of the TUC Education programme and every effort is taken to mainstream equality issues within the programme as well as in the more specific courses on race, gender and disabled workers. Last year, TUC Education in Scotland launched a new Diploma course in Equality.

The new course offers progression for experienced union reps whose role would benefit from a wider understanding of equality issues. The course is intended to help reps better understand equality issues in the workplace, current equality legislation and how it can be applied in the workplace. The Diploma also helps reps develop their skills for a higher level of study and activism.

Highlands and Islands

A key objective of Scottish Union Learning in the Highlands and Islands is to support trade union members and ULRs in the region with the aim of encouraging and helping workers based in the area to develop their learning and skills.

Scottish Union Learning has a dedicated Highlands and Islands team that is based in Inverness. This allows Scottish Union Learning to support and stimulate lifelong learning initiatives specific to the Highlands and Islands.

Some of the main priorities for Scottish Union Learning in the Highlands and Islands are to:

- ✦ Support unions in increasing the number of Highlands and Islands ULRs;
- ✦ Increase the number of local cross-union ULR forums in the Highlands and Islands and organise the annual Scottish Union Learning Highlands and Islands ULR Conference;
- ✦ Support unions, including those with Development Fund activity in the area, to increase the number of union members in the Highlands and Islands who access learning and skills opportunities through the ESF-funded Learning Fund;
- ✦ Co-ordinate and develop good practice models of cross-union working to overcome potential barriers, such as remoteness and low density population, which characterise the region;
- ✦ Work in partnership with trade unions, local colleges, learning centres and other key partners to develop union-led learning across the Highlands and Islands; and
- ✦ Ensure the needs of the Highlands and Islands are incorporated in the development of Scottish Union Learning.





“

“I enjoyed sharing my learning experience with other health workers I wouldn’t normally get the opportunity to meet. There was a great mix of people with different experiences and perspectives which enhanced my learning experience and made it good fun! After learning new skills through my trade union, I want to do what I can to encourage and support other workers access learning opportunities”.

Caroline Parr, UNISON Learner
NHS Highland

”

Supporting ULRs

Scottish Union Learning
Events and Conferences

A Union Learning Representative (ULR) is a union activist who is trained to find out members' learning needs and aspirations and advise them about opportunities. ULRs add value to employers' efforts to engage workers in learning. ULRs liaise directly with fellow workers, employers and training providers to identify a range of learning opportunities and make them available to the workforce. Additionally, ULRs support innovative workplace development, such as Development Fund projects.

Scottish Union Learning holds conferences and events throughout the year to support ULRs and trade unions in lifelong learning and Everyday Skills.

Scottish Union Learning Conference

The 4th Scottish Union Learning Conference was held in Glasgow on 9 November 2011, sponsored by SQA. The theme of the Conference this year was "Union Learning: A Better Way". The Conference was attended by around 180 delegates from 19 different unions. The event was preceded by the Scottish Launch of the TUC's Tackling Racism publication. Delegates were addressed by Dr Alasdair Allan MSP, Minister for Learning and Skills, and Grahame Smith, STUC General Secretary. Workshops on a variety of topics were also delivered.

Scottish Union Learning Highlands and Islands ULR Conference

The 4th Scottish Union Learning Highlands and Islands ULR Conference, "Union Learning: Shaping a Better Way," took place on 10 June 2011 in Eden Court in Inverness. Funded through the European Social Fund, the Conference was aimed at Highlands and Islands ULRs and union members interested in union learning. Conference delegates participated in a range of workshops and sessions which included information on skills utilisation, dealing with redundancies and the Better Way campaign. A total of 55 participated in the Conference with representatives from 13 unions.

Scottish Union Learning Everyday Skills Event

The 3rd Annual Scottish Union Learning Everyday Skills Event was held in the STUC on 24 February 2011, and the theme was 'Everyday Skills for the Digital Age: There is a Better Way'. The event was attended by 63 delegates from 12 different unions and was addressed by Grahame Smith, STUC General Secretary and Dave Moxham, STUC Deputy General Secretary. Theresa Breslin, Author, spoke of her journey into a literary career, and her books for emergent readers, and Cathy Magee, Chief Executive of Dyslexia Scotland, launched the STUC Dyslexia Guide.



Other Events

Scottish Union Learning supports and contributes to a number of events throughout the year. A few examples are:

- ✦ Holyrood Magazine's "Apprenticeships and Training Summit", March 2011
- ✦ STUC Annual Congress, April 2011
- ✦ Adult Learners' Week, 2011
- ✦ Learning at Work Day, 2011
- ✦ SLP "Launch into Learning", May 2011
- ✦ Unionlearn Annual Conference, June 2011
- ✦ STUC Highlands and Islands Conference, June 2011
- ✦ STUC Youth Conference, June 2011
- ✦ On Track Event, July 2011
- ✦ CWU/Cross Union Glasgow Creative Writing Group Launch, August 2011
- ✦ International Literacy Day, September 2011
- ✦ STUC Black Workers' Conference, October 2011
- ✦ STUC Climate Change Conference, October 2011
- ✦ Community Union Learning Centre Opening Ceremony and Skills Utilisation Event, October 2011
- ✦ Scottish Adult Dyslexia Conference, October 2011
- ✦ Social Media Week 2011
- ✦ Dylexia Awareness Week, November 2011
- ✦ STUC Women's Conference, November 2011
- ✦ STUC Disabled Workers' Conference, November 2011

Supporting ULRs

Scottish Union Learning
Local Learning Forums

Local Learning Forums give Union Learning Representatives and other union officials who are interested in the union learning agenda an environment where they can meet and discuss the issues they face in the workplace.

Local Learning Forums are a positive and effective method of bringing together local ULRs from different unions and different workplaces to swap good practice, discuss obstacles and explore ideas for new learning opportunities. Forum members put forward their ideas around learning and invite guest speakers to attend meetings to help provide ideas and solutions to further develop local union-led learning activity.

Lowlands and Uplands Scotland

Local Learning Forums meet in Dumfries, Edinburgh, Fife, Glasgow, Lanarkshire and Tayside. The meetings include a range of political and trade union speakers and cover topics relevant to the learning agenda. For example, the Glasgow and Lanarkshire Local Learning Forums invited local MSPs, Humza Yousaf and Clare Adamson, to discuss the Scottish Government's approach to learning, unions and wider economic development. Forum members have increasingly taken slots as guest speakers to talk about particular learning-related skills and experiences. The Forums also explore wider trade union issues, such as the link between poverty and social exclusion on educational uptake and build links with local Trades Union Councils.

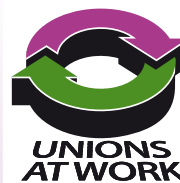
Highlands and Islands Scotland

In the Highlands and Islands area, the Local Learning Forums established in Inverness, Caithness, Orkney and Moray met in December 2010, March 2011 and September/October 2011. As an established practice, the March meeting of the Forums links the forums together via a multi-link video conference. This allows a pan-Highlands and Islands ULR meeting to take place. In September 2011, the Inverness and Moray Forums joined together to meet with the Scottish Union Learning Board at its first meeting held in Inverness. In 2011, Scottish Union Learning established a new Local Learning Forum in Western Isles. A range of cross-union courses such as IT, British Sign Language and management courses were organised through the Forums, funded through the Highlands and Islands Learning Fund.



Funding Learning

A New Structure
for Funding



The
Learning and
Development
Funds
with Scottish Union Learning

The STUC has secured European funding to support unions in developing their work around lifelong learning. There are two separate elements of support: the Learning Fund and the Development Fund. This structure was introduced in 2009, following the successes of seven rounds of the Scottish Union Learning Fund, which concluded in March 2011.

During the three years of the final round of the Scottish Union Learning Fund, the Scottish Government provided £2.4 million, funding a range of learning initiatives and projects from April 2008 to March 2011. As with earlier rounds, the fund aimed to build trade unions' capacity to promote workers' development and workplace learning by encouraging and supporting learners and organising learning. Consistent with previous evaluations of SULF, the outcomes of SULF 7 were overwhelmingly positive.

Overall, SULF 7 funding enabled 16 unions to lead 17 learning projects during the relevant period, bringing benefits to members of ASLEF, BFAWU, Community, CWU, EIS, FBU, GMB, NUJ, PCS, POA, RMT, TSSA, UCATT, UNISON, Unite and USDAW. These projects delivered on a broad range of aims and objectives: they provided learning and workforce development through Everyday Skills training, accredited learning, non-accredited learning, and advanced skills training.

The projects targeted disadvantaged and under-represented groups to undertake further learning and assisted workers facing redundancy. Across Scotland, including the Highlands and Islands, around 78,000 workers were provided with personal information, advice and guidance on learning through these projects; more than 10,500 workers undertook accredited learning, just under 18,500 accessed non-accredited learning and almost 5,000 workers accessed learning opportunities for literacy and numeracy.

SULF 7 funds also enabled unions to engage closely with 51 employers in union-led learning through involvement in workplace learning programmes and their governance and, where possible, through the development of learning agreements designed to sustain joint learning activities. The projects improved learning capacity by recruiting, training and developing Union Learning Reps who, together with existing ULRs, undertook more than 1,300 personal learning events.

Building on the success of SULF, the Learning and Development Funds were developed to support trade unions in their drive to improve access to lifelong learning opportunities for workers across Scotland. Scottish Union Learning administers the Learning and Development Funds: the Development Fund helps trade unions establish a learning infrastructure in the workplace and the Learning Fund directly finances collective learning provision to meet the demand for workplace learning. The Learning Fund is funding of last resort; unions must demonstrate that all other avenues of funding have been exhausted.

Funding Learning

The Learning Fund
Lowlands and Uplands Scotland



From April 2008 to March 2011, with the support of the European Social Fund (ESF), Scottish Union Learning has administered a Learning Fund to support lifelong learning in the workplace across Scotland. The Learning Fund, supported under both Priority 2 and 3 of the current European Structural Funds Programme (2007-2013), finished at the end of March 2011.

The Learning Fund provided a total of 3,296 learning places. Some learners attended more than one course which allowed progression from a non-accredited courses to an accredited courses. Many of the courses delivered through the project that were non-accredited provided participants with a first step back to learning and allowed them to achieve softer outcomes, such as increased self-confidence. A total of 208 males and 102 females achieved a full qualification. Eighty-five males and 122 females achieved a part qualification. A total of 111 learners achieved more than one qualification through the Learning Fund.

The project has made a strong contribution to the lifelong learning agenda in Scotland by providing adults with the opportunity to access learning opportunities in Scotland and providing trade unions with an invaluable resource which supports their members in taking the first step back to learning and/or achieving a qualification.

A total of 451 applications were submitted to the Learning Fund up to March 2011. These included a wide range of course types which are summarised in the table (opposite).

The Learning Fund mainly funded courses in new technologies (39%), reflecting the prominence of these technologies in modern labour markets and workforces. However, there was relatively widespread content that ranged from basic level skills in numeracy and literacy to advanced level courses on digital editing processes.



When I left school I did not have any qualifications and I thought I was stupid. Being on the 'Starting Points' course has changed that. I feel I want to learn more.

Union Learner
Learning Fund Course Feedback



Learning Fund Applications Submitted up to March 2011

Course Type	Number of Courses	% ¹
British Sign Language (BSL)	66	14
Everyday Skills (CVs, Learning, Communications, Numeracy, Literacy, ESOL, etc.)	40	8
Modern Languages	84	19
New Technologies (Communications, IT and Digital Media)	174	39
Workplace Skill Development	60	13
European Computer Driving Licence (ECDL)	12	3
Other	15	3
Total (all Learning Fund)	451	99

¹Rounding up means that percentages do not always add up to 100%.

In 2011, the STUC was successful in gaining additional support from the European Social Fund for a further two years, from April 2011 to March 2013. The Learning Fund is now supported through the ESF Priority 5 Strategic Skills Pipeline. The focus is on the type of skills needed for growing the Scottish economy over the coming years. This includes equipping individuals with flexible transferable skills which can be tailored to both key and emerging sectors of the economy.

Trade unions with successful Development Fund projects are working with a notional Learning Fund budget which is linked to the learning outcomes in their approved applications. The Learning Fund is funding of last resort, and unions must ensure that all other sources of funding have been fully exhausted before submitting applications. Trade unions continuously apply to the Learning Fund and the applications and tenders are approved by the ESF Advisory Panel, which is drawn from the Scottish Union Learning Board. Since April 2011, the Learning Fund has received over 100 applications from trade unions for workplace learning. This is expected to support 1,898 learners and will provide learners with a range of flexible and transferable skills in qualifications such as Microsoft Office Specialist and a Professional Development Award (PDA) in Understanding and Supporting Individuals with Dyslexia.

Case Study

Journalists upskill to learn
multiplatform delivery



Union: NUJ

Duration: 5 days

Location: Glasgow

Attendees: 11

Funding: The Learning Fund

The media industry is in crisis and is faced with falling revenues and technological change on a major scale. The National Union of Journalists (NUJ) is working closely with its members, particularly freelancers, to assist their transition into new methods of digital news gathering so that they remain employable in a very competitive market.

The Learning Fund currently supports NUJ courses in Video Content for Multiplatform Delivery in Glasgow. There are great variations in the purpose of

Video Content for multiplatform courses within the industry. Most of them run for several days and are geared to taking an idea through the writing and production process and then on to screen as a production.

The first course is a three-day intensive introduction which looks at all aspects of moving from stills to video. A Stage 2 course has also been delivered over two days. This course is aimed at professionals who are in the process of converting to television or video related media. In effect, this course shows how writing for television news differs considerably from writing for print and radio and looks at the different styles that can be adopted to suit individual packages.

Joan Macdonald, NUJ Training Manager, said, "The feedback from learners on the course has been fantastic. Many have already gained new income opportunities using the skills attained on the training. We are very pleased with the support provided by the Learning Fund".





Case Study

Joiners get locked into learning with UCATT



Union: UCATT

Duration: 2 days

Location: Aberdeenshire

Attendees: 12

Funding: The Learning Fund

In partnership with Scottish Union Learning, UCATT accessed the Learning Fund to provide a short course in "Introduction to Locksmithing" to 12 learners. Delivered by Borders College, the workers learned skills to repair, maintain and gain access to multi-point window and door locking systems. The course was held over two days in a training room and workshop provided by Bancon Construction. The workers enrolled on the course were employed in both public and

private sector organisations, including Bancon Construction, Aberdeen City Council and Aberdeenshire Council. The main structure of the course focused on non-destructive entry to doors fitted with multi-point locking systems. The course was tailored to show learners how to gain access without causing unnecessary damage or cost. It also provided the opportunity for learners to practise the new techniques required to successfully meet the demand for the development of new skills and learning. Joiner Scott Milne, Aberdeenshire Council, said, "I learned more about the topic and extended my skills". Michael Conroy, UCATT Learning Organiser, said, "UCATT is proud of all our members who recently completed the basic locksmithing taster course. This type of learning offers members the opportunity for up-skilling to protect their current jobs as well as sustainable transferable skills which opens the doors to new opportunities for their future".

Funding Learning

The Learning Fund
Highlands and Islands Scotland



The Scottish Union Learning ESF-funded Highlands and Islands project 'Unions Learning together in the Highlands and Islands' was completed in August 2011.

The main activities of this project were the Learning Fund and the Migrant Worker Project. Over the two years of the project, the Highlands and Islands Learning Fund:

- ✦ funded a total of 64 courses. Of these, 33 courses were in IT skills; 26 were languages courses and the remaining 5 were in first aid, Management and CV/ Interview skills;
- ✦ funded 692 course places on the 64 courses, benefiting a total of 497 workers (some workers completed more than one course). Of the total number of learners, 63% were members of a trade union.

Most of the course places (52.7%) were filled by participants in the Inverness area; however, 42.3% were filled by people living out-with the Highland capital. Additionally, two-thirds of the course places were filled by women with the highest participation rate from both men and women in the 25 - 40 age range. In total, about half of the courses (31 out of 64) were accredited courses and 194 workers gained a full or partial qualification.

Migrant Worker Project

In addition to funding learning, the European Social Fund has enabled funding of a project worker to work with migrant workers in the Highlands and Islands for the last two years. UNISON has 'hosted' this post for Scottish Union Learning, and has employed Marta Chaba to identify the training and learning needs of migrant workers. An independent evaluation of the Migrant Worker Project showed that it clearly met its main aim of identifying and delivering training for migrant workers. Demand for courses from migrant workers included management training, emergency first aid, IT skills and English, and courses in these subjects have been provided through the Learning Fund. Through the project, migrant worker ULRs and Health and Safety reps were recruited. A key success of the project has been the partnership working established with other organisations engaging with migrant workers in the region, which has been critical in the overall success of the project.



A cuir taic ri
ionnsachadh sa
Ghàidhealtachd sna
h-Eileanan

(Supporting learning in the
Highlands and Islands)





Scottish Union Learning in the Highlands and Islands has been successful in securing European Social Funding (ESF) for the period April 2011 to March 2014.

Over three years, this funding, which totals £415,000, will support:

- ✦ a Learning Fund to provide the opportunity for 900 workers to upskill;
- ✦ access to lifelong learning for a further 2,000 workers;
- ✦ a two-year part-time study programme for workers with no or low qualifications to gain a Higher National Certificate;
- ✦ a Ready Study Go pilot, providing opportunities for ULRs to train as tutors to deliver this pre-access course in their workplace; and

- ✦ an initiative to support migrant workers in the workplace. This initiative will build on the work carried out over the last two years and look specifically at developing a mentoring scheme to assist migrant workers to integrate into the workplace and the trade union, identify the barriers that stop migrant workers from progressing in employment and seek solutions to overcome these barriers.

At the end of October 2011, 16 courses had been approved for funding through the Learning Fund, which are expected to benefit more than 200 workers. The courses include European Computer Driving License and Core Maths courses for maritime workers who work on the island ferries, a Sage Line 50 Payroll course for HMRC workers in Caithness and British Sign Language and French courses for call centre workers in Dingwall.

Case Study

Unions manage a 100% success rate



Union: Cross-union

Duration: 30 hours

Location: Inverness

Attendees: 23

Funding: The Learning Fund

Through the UNISON-hosted Migrant Worker Project and the Inverness Cross Union ULR Forum, two Chartered Management Institute (CMI) introductory management courses were funded through the Highlands and Islands Learning Fund in the first half of 2011. The two courses were delivered by Inverness College and all 23 learners put forward for the assessment passed, gaining the CMI Introductory Certificate in Management. Workers opted to do the course for a number of reasons, including gaining

a qualification, personal development, career development and enhancing their CV. As a direct result of completing the course, Vera, from PCS, was moved to a new role which included management responsibilities within two weeks of finishing the course. David, from the CWU, has since pursued a Personal Development Plan with his employer. Magdalena, a migrant worker from the GMB, had already undertaken a similar course in Poland but the course allowed her to refresh her skills and improve her English. Andrew, from UNISON, highlighted the benefits of the cross-union nature of the course as workers were able to learn about other organisations rather than just their own. All the class paid tribute to the migrant workers on the course, highlighting that writing a 3,000 word assignment in your own language was challenging enough, but having to write it in a language that was not your first and still passing was impressive!



Funding Learning

The Development Fund

The Development Fund helps trade unions establish a learning infrastructure in the workplace. The Development Fund does not directly fund learning, but supports activity which improves the capacity of trade unions to deliver learning and skills development, the upgrading of basic and occupational skills and the reduction of skills gaps.

The Development Fund complements existing union strategies on lifelong learning. It supports developmental work which increases the capacity of trade unions to deliver courses that are funded by both the Learning Fund and external funding for learning that unions can access. It is also used to support unions with a range of other activities such as skills utilisation, employer engagement, Union Learning Rep training, opening up new sectors and developing new innovative approaches to delivery.

A total of £728,000 was allocated to a total of 19 projects during the period 2011/2012. Sixteen projects are in the Lowlands and Uplands Scotland area and three are in the Highlands and Islands. Projects are delivering in a range of sectors from retail and transport to media and journalism. New unions such as URTU have received funding for the first time, while other unions continue to use the fund to expand their activities into new workplaces and sectors.

Lowlands and Uplands Projects

ASLEF: ASLEF Education

BFAWU: Building for the Future

BECTU: Freelance Skills for Television and Film Production

Community: Union Added Value - Skills for the Future

CWU: Skills for the Future

FBU: Maximising your potential

NUJ: Skills for Employability in the Digital Age

PCS: Licence to Skill

POA: POA Learning Scotland, Building Skills

SCP: Business Skill Needs in Private Practice

Prospect: FC Individual Capacity Building

RMT: Life Line Learning

UCATT: Expanding Skills and Qualifications in Construction

UNISON: UNISON Lifelong Learning Lowlands and Uplands

Unite : Organising for Upskilling in the Workplace

URTU: Moving Towards a Learning Culture

USDAW: Embedding & Sustaining USDAW's Lifelong Learning Strategy

Highlands and Islands Projects

RMT: On Board for Learning

TSSA: TSSA Learning - Developing the Vertex Partnership on Learning

UNISON: Taking Learning to Remote and Rural Communities

Case Study

Upskilling in the manufacturing sector

Union: Community

Location: Various

Funding: The Development Fund

During the last twenty years, employment within manufacturing in Scotland has been dramatically reduced.

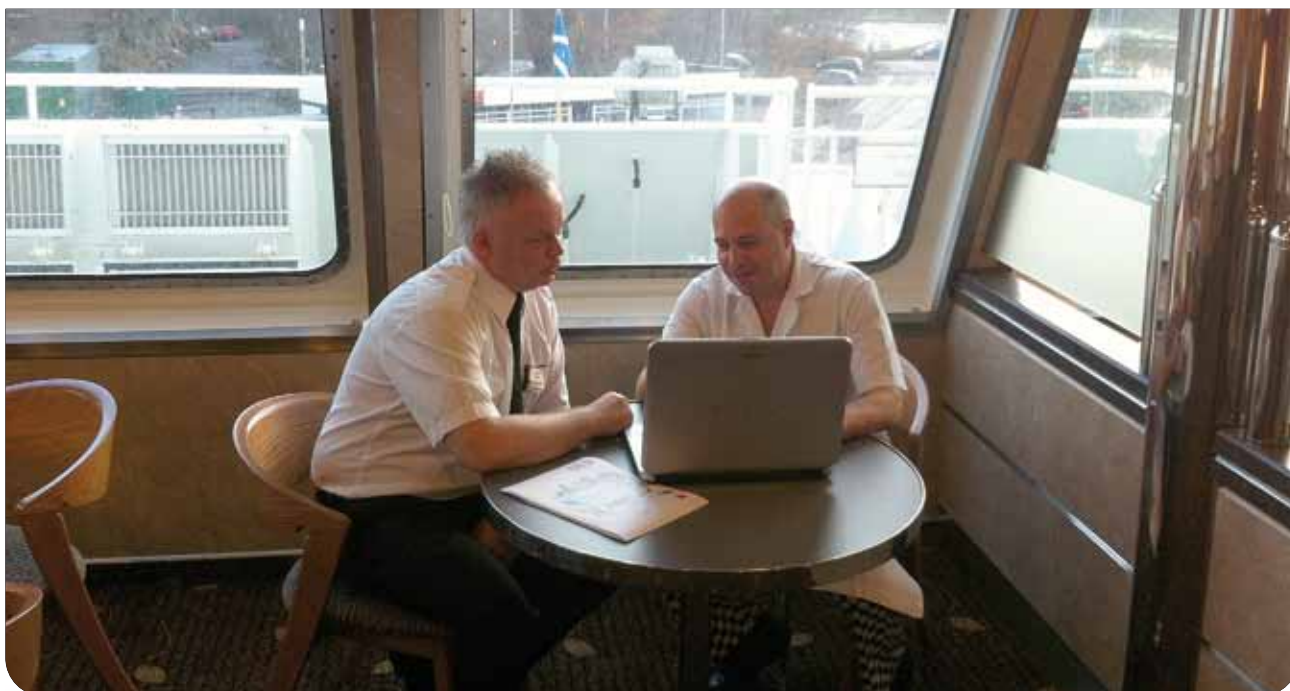
However, the recent financial crisis has reawakened government interest on how manufacturing can support economic recovery. Community the Union for Life still has significant membership in the manufacturing sector, and production techniques have changed significantly over the years. For this reason, the skills needs of the sector have changed, and giving support to workers to adapt to these changes is vital to ensure that a vibrant manufacturing sector will continue to exist within Scotland.

One of the major objectives of the Community Union Development Fund project is how the union can support workers to be “skills ready” for changes in both their home and work life. The new direction has been on developing a skills utilisation strategy, which looks to integrate the union objectives of job security and job satisfaction with the union learning agenda of upskilling Community members.

To support the needs of learners, Community Union has applied to the Learning Fund to run courses in Employability, Literacy and Numeracy for Work and Life, British Sign Language and PC Passport.

Geraldine Donnelly, Community Union Project Manager, said, “The Community Union project is working to integrate upskilling and learning opportunities within the wider union and we are actively building closer engagement links with employers around skills and learning”.





Case Study

Unions get onboard for learning in the Highlands and Islands



Union: RMT

Location: At Sea

Funding: The Development Fund

The RMT “Onboard for Learning” project aims to provide learning opportunities for the 1,200 workers employed on multiple ferry routes operated by Caledonian MacBrayne across the west coast of Scotland. Dan Henderson, RMT Project Worker, said, “The Development Fund also supports a network of ULRs whose role is to engage with staff to help them access appropriate learning to build their skills and knowledge. In working closely with ULRs and learning providers, we have found innovative ways to deliver courses in these mobile workplaces, where long working days, staggered shift patterns, working sometimes hundreds of miles

away from home, can combine to exclude maritime workers from more traditional routes into learning”.

Maths and English qualifications are required for CalMac workers who want to progress their careers within the company’s officer structure. In response to this demand, the project is piloting delivery of maths at SCQF Level 4 to learners located in Campbelltown, Oban, Tiree, Mallaig, Lewis and Skye.

ECDL Essentials, which also provides a first step to a recognised qualification, is being delivered on three other routes in support of another of the project’s main objectives, which is to improve IT literacy levels, particularly amongst older workers who may be digitally excluded. Dan said, “By developing a strong ULR network and flexible models for the delivery of courses, we aim to establish a solid foundation for the future, supporting more learners and providing even more choice”.

Improving Everyday Skills

General Information

Scottish Union Learning is actively involved in Everyday Skills Activity. The term 'Everyday Skills' defines the language, literacy, numeracy and basic IT skills required both in the workplace and at home.

Everyday Skills activity also includes English language learning for those who do not have English as their first language, and support for learners who may have dyslexia and/or other learning differences and disabilities.

Scottish Union Learning promotes Everyday Skills activity through Development Fund Projects, Everyday Skills Events, Learning Conferences and Local Learning Forums. Scottish Union Learning works with the Scottish Government and other partners to raise awareness of Everyday Skills needs and suitable means of support, and to assist unions in developing relationships with delivery partners; for example, Local Authority Literacies Partnerships, Workers' Educational Association and further education colleges. Scottish Union Learning offers support to unions to enable ULRs to undertake specialist training to support adult literacy learners, and learners with dyslexia.

2011 has been an important year for developments in Everyday Skills. Scottish Union Learning is represented on the Scottish Government's 'Adult Literacies in Scotland (ALIS) 2020 Strategic Implementation Group'. Scottish Union Learning is also represented on

the ALIS 2020 sub-group 'Literacies for employability and the workplace'. Throughout the year this sub-group has focused on undertaking several tasks, including the development of a definition of 'literacies for employability and the workplace'.

In order to support the work of these groups and help to implement the Scottish Government's strategy, Scottish Union Learning has established a short-term working group with Development Fund Project Workers. This working group has been looking into the types of jobs and sectors where there is a need for literacies development within the current and future workforce. Everyday Skills activity continues to face many challenges, particularly in terms of funding and provision in the current economic climate. Nevertheless, Scottish Union Learning will continue to support trade unions in the exemplary work they undertake in improving the Everyday Skills of their members.

Scottish Union Learning Dyslexia Group

The Scottish Union Learning Dyslexia Group is comprised of members from various affiliated unions, Dyslexia Scotland, Dyslexia Scotwest and Scottish Union Learning. During the previous year, the group began to develop a Dyslexia Guide for ULRs, which was launched at the Everyday Skills Event in February 2011. In addition, the Dyslexia Group has continued to organise dyslexia awareness sessions for unions, employers and workers, including workplace events for Dyslexia Awareness Week and a session at the STUC Disabled Workers' Conference.



Dyslexia Awareness Week

Scottish Union Learning worked with unions and local dyslexia organisations to deliver a series of events throughout Dyslexia Awareness Week.

Featured Union Activities

- ✿ Unite organised a dyslexia awareness session for First Bus in Aberdeen. The session was delivered by Adam Smith College in the new Union Learning Centre at the First Bus HQ and was attended by Unite ULRs, First Bus Trainers and a Company Director. The sessions dispelled some myths that surround dyslexia, and participants discussed the implications of the Equality Act for workplaces.
- ✿ RMT Learning organised two awareness sessions for staff at Caledonian MacBrayne in Gourock. Both sessions were delivered by the Project Worker and ULR, and included information about dyslexia, and the issues that can arise in the workplace. Participants included employees from all of the Head Office departments.
- ✿ UCATT, in conjunction with Dyslexia Scotland, hosted a Dyslexia Awareness Day at the new Southwest Hospitals site in Glasgow. This event was organised by the workplace ULR, and a volunteer from Dyslexia Scotland was available to discuss issues surrounding dyslexia with workers throughout the day.
- ✿ The FBU organised a Dyslexia Workshop at Strathclyde Fire and Rescue HQ in Hamilton in partnership with Dyslexia Scotland and Dynamic Dyslexia. The workshop was attended by 26 uniform and support staff from Strathclyde, Central Scotland and the Highlands and Islands.
- ✿ A joint Dyslexia Awareness Day was organised by USDaw and the BFAWU at Lightbody's in Hamilton.

Case Study

Dyslexia Awareness is a recipe for success at Lightbody's

Usdaw
Union of Shop, Distribution
and Allied Workers

**BAKERS
FOOD
AND ALLIED
WORKERS
UNION**
BFAWU
BREAD MAKERS
AND ALLIED
WORKERS
UNION

Union: USDAW & BFAWU

Location: Hamilton

Attendees: 50+

During Dyslexia Awareness Week in November 2011, USDAW and the BFAWU organised an awareness event at Lightbody's in Hamilton. The unions conducted an informal dyslexia awareness quiz during the event and asked Lightbody's staff members to test their knowledge about dyslexia. Over 50 members of staff completed the quiz.

Jill Little Woodhouse, USDAW Lifelong Learning Project Worker, said, "The quiz highlighted some common myths about dyslexia. Of the eight questions, the average amount of correct answers was three. This shows the benefits of USDAW undertaking dyslexia awareness as part of our work. Our members may

have dyslexia, or have a friend or family member who has dyslexia, so anything we can do as a union to raise awareness will have a positive impact".

Attendees were given information packs about dyslexia, a copy of the Scottish Union Learning Dyslexia Guide and information about the unions' work in lifelong learning. A number of people were looking for advice on how to support their children who may be dyslexic. The ULRs were only too happy to signpost people to sources of further support and information.

Willie Rankin, an USDAW Learning Rep, and Monica Currie, a BFAWU Learning Rep, supported the event. Willie said, "The event went really well, and we spoke to lots of members of staff and management about dyslexia. We have been working to deliver dyslexia awareness at the factory for a while, and hope that this event is the start of our next phase of work".





Case Study

Digital Participation
in the Fire and Rescue Service



Union: FBU

Location: Various

Attendees: 560+

The Scottish Government launched its digital participation strategy, 'Scotland's Digital Future: A Strategy for Scotland' in 2011. In Scotland, the level of broadband uptake is 61%, which is lower than the other UK nations and 10% below the UK average. There is a huge role for unions to play in getting people online. Not only will this improve people's work opportunities, and give them access to better paid jobs, it can also improve access to information and leisure activities, and also help households manage their money.

The Fire Brigades Union (FBU) has been actively promoting digital participation through its Development Fund Project. The union has developed a short course that covers the basics of getting online and promotes the benefits of joining the 'digital age'. It has piloted this course with members to find out what they already know and what skills they require.

Throughout 2011, the FBU has delivered the course to 560 members and feedback has enabled the union to develop the course further. The FBU hopes to continue to deliver the course to meet the increasing demand from its members.

Jock Munro, FBU Development Fund Project Worker, said, "Most course participants did not realise how many things they could actually do online, and how much information was accessible to them. Since attending the courses they have been keen to try it out!"

Knowledge Management

The Knowledge Management Project brings together the STUC, Scottish Union Learning and the University of Strathclyde, with the aim of creating a comprehensive and sustainable evidence base that will support the expansion of union-led learning activities in Scotland.

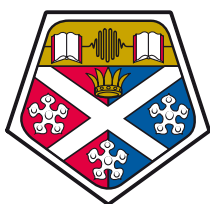
One of the most significant achievements of the last year has been the design and development of the Scottish Union Learning 'SharePoint' knowledge management system. This IT-based system currently holds policy documents, academic research and in-house documentation relating to skills, learning and union-led learning and will be updated on a continual basis.

The Scottish Union Learning SharePoint site will be of great benefit to end users because it will provide ease of access to the most relevant and up-to-date research. It will also provide a space for collaboration and a pathway for new and innovative ways of thinking about the union-led learning agenda. This process has already begun with a union stakeholder consultation and will continue with the establishment of Strategic Learning Network.

The STUC recognises that it is essential to collaborate with external stakeholders in order to maintain its knowledge on learning and skills. The Strategic Learning Network, which will comprise of representatives from unions, academia, policy practitioners and employers, will help to facilitate such collaboration and will provide the knowledge and expertise required to sustain the knowledge management system beyond the period of the project.

This project will not only benefit the organisation in the short term in terms of having the most relevant and up-to-date information on skills and union-led learning, it will facilitate a collaborative network that will be effective in expanding union-led learning activities and funding opportunities and will enhance the quality of the STUC's contribution to policy forums and its influence in the political sphere.

Knowledge Transfer Partnerships



University of
Strathclyde
Glasgow

Skills Utilisation

The Skills Utilisation Project was a joint venture between Scottish Union Learning, the STUC and the Scottish Centre for Employment Research (SCER) at the University of Strathclyde Business School. The objective of the project was to examine the potential role of trade unions in contributing to better skills utilisation in workplaces in Scotland by examining case studies of skills utilisation in practice.

Research for the project involved three case studies and employed qualitative research methods. The three case studies selected were: Unite and ASLEF in conjunction with First ScotRail Ltd, RMT in conjunction with NorthLink Ferries Ltd,

and Community in conjunction with Royal Strathclyde Blindcraft Industries (RSBi).

Each was chosen as an example of potentially good practice at different stages of development, involved some role for trade unions and offered mutual gains for staff, unions and the employer. Central to each was an intention to draw on, improve the stock of, and improve the use of, employee capabilities. In addition, the case studies represented public, private and social enterprise organisations. The first research stage involved documentary analysis of each of the companies participating in the study. Thereafter, research fieldwork was carried out in each of the case study sites. In total, 18 interviews and two focus groups were conducted across the three case studies.

The research was completed in April 2011, and a report and DVD on the unions and workplaces that were involved with the project were produced. TUC Education will utilise these materials in future courses.



Working with Partners

Scottish Union Learning can better meet its objectives by working with partner organisations. That is why it has established a number of programmes of work with many leading organisations.

Scottish Union Learning works with many partners, including various departments of the Scottish Government, Workers' Educational Association, SCQF, Sector Skills Councils, Education Scotland, TUC Education Colleges, further and higher education colleges and universities.

Scottish Qualifications Authority (SQA)

Scottish Union Learning supports and promotes work with SQA. In the past year, individual unions have organised SQA Professional Development Awards courses for Union Learning Reps in various locations throughout Scotland. SQA sponsored the 2011 STUC Helen Dowie Award for Lifelong Learning and has also sponsored the last four Scottish Union Learning Conferences.

Dyslexia Scotland and Dyslexia Scotwest

Scottish Union Learning works with local dyslexia organisations to increase awareness of issues relating to dyslexia in the workplace. Joint work has continued and includes the delivery of dyslexia awareness sessions, particularly for Dyslexia Awareness Week and Learning at Work Day events. Scottish Union Learning also refers many learners to these partners for further information and support.

Skills Development Scotland (SDS)

Scottish Union Learning has built a successful relationship with SDS. The success of the Scottish Union Learning Modern Apprenticeship Project is a direct result of this partnership. While funding for the Modern Apprenticeship Project ended in June 2011, Scottish Union Learning continues to promote the Modern Apprenticeship toolkit and related materials at all events.

The Open University in Scotland

The close working relationship between Scottish Union Learning and the Open University, supported by a Memorandum of Understanding, has continued in 2010-2011. There has been an emphasis for unions on organising bespoke workplace Open University courses, and unions such as POA, PCS, Unite and CWU have taken up this opportunity. A strategy meeting was held in the STUC in August, where the need to integrate and be more strategic in how learning is organised, funded and planned was acknowledged.

Transnational Working

Scottish Union Learning and the STUC hosted a delegation from the Swedish trade union, IF Metall, in November 2011. IF Metall has a European funded project which aims to improve the educational attainment of members. The project is delivered in partnership with 27 Swedish companies and workers are given time off to train. The visitors exchanged views and best practices on workplace learning. The itinerary included a visit to Rolls-Royce Inchinnan, hosted by Unite, to meet with ULRs on site to observe their model and success in workplace learning.

Modern Apprenticeships

The Modern Apprenticeship Project
and Developing Union Activity

The Scottish Union Learning Modern Apprenticeship Project was developed in partnership with Skills Development Scotland and ran from June 2010 to June 2011.

The aim of the Modern Apprenticeship Project was to develop and increase trade union activity and engagement with the Modern Apprenticeship programme in Scotland. One of the major outcomes of the Modern Apprenticeship Project was the development of a Modern Apprenticeship Toolkit. This toolkit, which was published in September 2011, is a useful resource for union negotiators and reps.

Presentations on Modern Apprenticeships were delivered at Local Learning Forums, conferences and events across Scotland to raise awareness levels of the strengths and weaknesses of the Modern Apprenticeship programme.

A Closer Look: ASLEF

One example of good practice identified by the Modern Apprenticeship Project was through ASLEF. The union successfully negotiated a new Modern Apprenticeship in Customer Services for school leavers with First ScotRail. This will be First ScotRail's first recruitment drive for school leavers since the rail industry was privatised. Eleven new Modern Apprenticeship posts were created by the recruitment drive. The young people will undertake this opportunity to earn and learn over

The Modern Apprenticeship Project raised awareness of equality and diversity issues within the Modern Apprenticeship programme.

To gain a greater understanding of trade union awareness and engagement with Modern Apprenticeships, a survey was launched at the Scottish Union Learning Conference in November 2010. The findings of the survey indicated that there was a strong awareness and engagement with Modern Apprenticeships amongst unions. Additionally, Modern Apprenticeship programmes within unionised workplaces had better completion rates than the Scottish average.

www.scottishunionlearning.com/apprenticeships

A section of the Scottish Union Learning website is dedicated to Modern Apprenticeships. Further information and resources, including the survey results and the Modern Apprenticeship Toolkit, can be downloaded from this section.



an 18-month period and will, upon successful completion of their Modern Apprenticeships, gain guaranteed permanent posts with First ScotRail.

STUC Union Rep Awards

STUC Helen Dowie Award
for Lifelong Learning

The STUC Union Rep Awards consist of three awards: the STUC Helen Dowie Award for Lifelong Learning, the STUC One Workplace Equality Award and the STUC Health & Safety Award.

The recipients of the 2011 STUC Helen Dowie Award for Lifelong Learning were the Communication Workers' Union Learning Reps at Glasgow Royal Mail Centre in Springburn. Sponsored by the Scottish Qualifications Authority, the award was presented at the STUC Annual Congress in April 2011 by Anne Douglas, Chair of the Scottish Union Learning Board.

There are hundreds of workers on three shifts at the Royal Mail Centre, and shift patterns can often cause problems for the provision of learning opportunities to workers. However, these ULRs support learning within the workplace at all hours of the day.



The ULRs have conducted learning surveys for more than 600 members of staff. They have secured funding for almost 400 places on accredited learning courses on a range of topics, including Modern Languages and IT skills. To help prepare their colleagues for the mounting pressures of the current economy, the ULRs arranged courses on money matters. They also arranged Everyday Skills courses on creative writing and English for Speakers of Other Languages (ESOL).

The recipients are Brian Regan, Stuart Armstrong, William Ferry, Derek Frizzle, David Hainey, Ian Johnstone and Andy Ross, who are all postal workers.



stuc Union Rep Awards
Helen Dowie Award for Lifelong Learning

Learner of the Year Award

from Scottish Union Learning

The Learner of the Year Award was introduced by Scottish Union Learning in 2011 to recognise the range of learning journeys currently undertaken by lay learners in the workplace, supported by trade unions.

Susan Manson, a cleaner at the Morrisons store in Airdrie, was presented with the 1st award at the Scottish Union Learning Conference in November 2011. Susan was nominated by her union, USDAW, because her story is a powerful example of how union learning is supporting those who never thought learning was for them.

At a union-supported "Check Out Learning" campaign day, Susan signed up for a Basic IT course. Susan had always wanted to know more about computers, but was not confident enough to go to a college herself. USDAW Union Learning Reps in store supported this course,

which was supported by the Learning Fund through Scottish Union Learning. Susan started the course but soon felt out of her depth. She also felt like she was struggling to keep up with the other learners, a feeling she remembered all too well from school.

A ULR in the store spoke with Susan and helped her to gain the confidence to speak with the tutor regarding her dyslexia, something she had kept secret for many years. The tutor then helped Susan to access software, which helped her overcome the problems dyslexia caused on the course. Susan's journey didn't stop there. Susan has gone on to buy her own laptop, and the software which helped her so much that she is now more confident. Previously, Susan relied on her husband to read all of her mail for her but now she simply scans it in to the computer and can deal with it herself. This is a great example of how union learning makes a massive impact, and a massive difference, for union members.



Resources and Communications

The Scottish Union Learning brand has grown since its launch in 2008. Scottish Union Learning has been covered in the learning media, on websites and as well as trade union and partner publications and websites.

www.scottishunionlearning.com



The Scottish Union Learning website has received over 6,500 hits in the past year and is a targeted

source of resources, publications, events and news for trade union-led learning in Scotland. The Scottish Union Learning Online Forum is also used to distribute papers and promote discussion on issues raised through the Operational Group, and Union Learning Reps access it to share good practice and learning news.

Skills Utilisation Pack

Materials to support trade unions in skills utilisation were developed by Scottish Union Learning in April 2011. The Skills Utilisation Pack showcases skills utilisation research, case studies and a DVD. More than 500 copies have been distributed and it is available for download from the Scottish Union Learning website.

ESF Evaluations

Scottish Union Learning has undertaken two evaluations of the initial ESF-funded projects in Lowlands and Uplands Scotland and in the Highlands and Islands. The findings will be published in 2012.

Scottish Union Learning News

www.scottishunionlearning.com/ulr



The Scottish Union Learning quarterly newsletter, 'Live & Learn - Scottish Union Learning News'

is aimed at ULRs and is distributed free of charge. Demand for this publication is high in unionised workplaces throughout Scotland. Scottish Union Learning has developed a new website that allows access to the newsletter in an electronic format. Scottish Union Learning in the Highlands and Islands distributes an e-newsletter that is designed to keep ULRs in the Highlands and Islands and Development Fund Project Workers up-to-date with local learning activities. This is sent to every known ULR in the Highlands and Islands, local union members with an interest in learning, Development Fund Project Workers and partners in the Highlands and Islands.

Social Media

Social media allows users to engage in two-way communication, and is increasingly becoming a tool for real-time feedback for unions. Scottish Union Learning can be found on Facebook and Twitter.



Facebook
www.facebook.com/scottishunionlearning



Twitter
www.twitter.com/unionlearning

TUC Publications



Following extensive consultation and research, TUC Education published the fifth edition of the influential equality workbook, *Tackling Racism*. The new workbook offers a contemporary take on this issue and will enable reps to challenge racist myths as well as work effectively to make Scottish workplaces and communities fairer places to work and live. Employers' support is vital to delivering the programme through release arrangements. To improve take up of paid release, 'An Employers Guide to Trade Union Training', designed to be a tool for reps, is now available.

Dyslexia Guide



The Dyslexia Guide was designed by the STUC Dyslexia Group to help ULRs support and signpost people in the workplace who may have dyslexia, and

to encourage them to contact relevant organisations that can provide the expertise required. More than 800 printed copies have been distributed and the pack is available for download on the Scottish Union Learning website.

Modern Apprenticeship Toolkit



The Scottish Union Learning Modern Apprenticeship Project produced a toolkit, which was published in September 2011. The Modern Apprenticeship Toolkit is a useful resource for union negotiators and reps. Throughout the Project, a number of site visits were undertaken to workplaces in which Modern Apprentices are employed. Case Studies were gathered at each unionised workplace to develop a greater understanding of trade union engagement with the Modern Apprenticeship programme. Many of these examples of good practice were compiled into the Case Studies booklet as part of the Modern Apprenticeship Toolkit. A third publication that completes the Modern Apprenticeship Toolkit, and is also available as a stand alone resource, is "Your Rights as a Modern Apprentice".

Scottish Union Learning Highlands and Islands ULR Resource Pack

Scottish Union Learning in the Highlands and Islands provides a ULR Resource Pack as a practical support tool for ULRs in the region. The Resource Pack which is filled with practical information for ULRs in the Highlands and Islands was updated in June 2011 and was distributed to ULRs across the region.

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