

**CUMBRIA LEARNING AND SKILLS COUNCIL**

**Notes of the meeting held on Tuesday 25 September 2001 at the Low Wood Hotel, Windermere, commencing at 6.00 p.m.**

**Present:** Rob Cairns, Chair  
Mick Farley, Executive Director  
Cath Clarke  
Anne Diss  
Cath Fare  
Paul Hafren  
Chris l'Anson  
Peter Irving  
Mike Smith  
Mike Thorpe

**Observers:** Brian Lightowler

**In attendance:** Nigel Couzens  
Lindsay Harford  
Richard Jewkes  
Elspeth Smith  
Michael Spayne  
Madeleine Warren

<b>1. CHAIRMAN'S OPENING REMARKS</b> The Chairman welcomed Nigel Couzens, Richard Jewkes and Michael Spayne to the meeting.	
<b>2. APOLIGIES FOR ABSENCE</b> Council Members -Tricia Calway, Maggie Chadwick, Graham Lamont, James Lusty, John Nellist, Jack Stopforth. Observers – Sue Chester, Nigel Burke, Siân Rees.	
<b>3. DECLARATION OF INTERESTS</b> Chris l'Anson – Basic Skills Cath Fare – Basic Skills Mike Thorpe – Workforce Development Paul Hafren – Basic Skills & Workforce Development Peter Irving - CITB	
<b>4. DRAFT STRATEGIC PLAN</b> Mick Farley gave a brief overview and informed the Council that relevant members of staff would present each section. He stressed that the Council was not being asked to approve the plan but simply to suggest improvements to the document before it went out for consultation.	

Comments:

Foreword - Page 4 to include TUC in strategic partners.

Chapter One: Introduction – To include greater reference to small employers and the need for farmers to be given the opportunity to change career completely in the wake of FMD.

Chapter Five: Raise quality of education and training and user satisfaction – Check reference to Sixth Form Budgets. It was confirmed that the minutes of the Young People’s Learning Committee would come to the Council.

Greater definition required on budget allocation figures. Sentence to be included to inform recipients that the figures have been revised.

Chapter Three: Local needs analysis -Clarification required on “older age groups”. Consistency required in sources typed under diagrams.

Suggested need, if possible, for clarification (P21) re figures on Training Providers and Colleges. Information also required re age range of learners in training.

Reference needed to FE colleges also providing some HE provision.

Chapter Two: Targets for 2004 – It was acknowledged that the 2004 targets had not yet been set but that Consultation might bring forward a view and that the plan would be developed over the coming months. It was agreed that all targets set should have the capacity to be achievable.

Under key objectives – “Extend targets” to be altered to read “Extend/widen targets”.

Chapter Four: The Strategies for Cumbria

Target 1: Extend Participation in Learning

P24 – Key Aims 1 – to include “support needs of learner” – not just aspirations.

Ensure all acronyms in appendix 3 – Glossary of Terms.

Target 2: Increase Engagement of Employers in Workforce Development

It was acknowledged that Workforce Development has still to be defined.

Whilst not for the Plan, it was suggested that more guidance should be given to SMEs re employing MAs.

“Memoranda of Understanding with employer bodies” – can we give an example who they might be.

Fostering Collaboration between providers – P33 – should include reference to Training Providers not just FE Colleges.

<p><u>Targets 3 &amp; 4 – Raise achievement of Young People and Adults –</u>  Consideration to be given to where LLSC stands with equivalencies in qualifications. Non-certified training should be included (but not a matter for the Plan).</p> <p>It was acknowledged that the target was geared more towards young people than adults.</p> <p><u>Target 5 – Raise quality of education and training and user satisfaction</u></p> <p><u>Local Asset Management Plan</u> – can any more information be provided?</p>	
<p><b>5. INTERIM ADULT BASIC SKILLS ACTION PLAN 2001/02</b></p> <p>It was acknowledged that some young people aged 13-16 may already be experiencing problems and this needs to be recognised, although not for this Interim Plan. Correct inconsistencies 16-60 and 16-64 years of age quoted within document.</p> <p>Page 11 – Clarification required on “There is an awareness that many blue-collar employees, especially in large manufacturing companies, have basic skill needs.” It was suggested that any information regarding workforce development could be given to employees via wage slips.</p>	
<p><b>6. THANKS</b></p> <p>The Council members wished to express their thanks to all staff involved and for all the hard work in the preparation of the documents.</p>	