

CUMBRIA LEARNING AND SKILLS COUNCIL

**MINUTES OF THE MEETING HELD ON WEDNESDAY 11 SEPTEMBER 2002 AT
ST MICHAEL'S CHURCH MEETING ROOMS, WORKINGTON, COMMENCING AT
10.00 A.M.**

Present:

Council:

Rob Cairns
Mick Farley
Norman Burrow
Tricia Calway
Cath Fare
Chris I'Anson
Peter Irving
Graham Lamont
John Nellist
Mike Smith
Jack Stopforth
Mike Thorpe

Observers:

Nigel Burke
Sian Rees

In attendance:

Jon Power
Lindsay Harford
Elspeth Smith
Madeleine Warren

	ACTION
<p>1. <u>Apologies</u></p> <p>Apologies – Council – Neville Chamberlain, Cath Clarke, Anne Diss. Observers – Mick Carey, Brian Lightowler.</p> <p>2. <u>Declarations of Interest</u></p> <p>M Smith – 6 C I'Anson – 4.2, 5, 8, 10 C Fare – 6, 10 P Irving – Carlisle College, CITB.</p>	
<p>3. <u>Minutes of the previous meeting held on Wednesday 3 July 2002</u></p> <p>It was highlighted that an action against the Executive to look at competition had been omitted. It was agreed that the Executive would bring a paper to a future meeting.</p> <p>They were then accepted and signed as a true record.</p>	
<p>4. <u>Matters arising not otherwise on the agenda</u></p> <p>Mike Smith has, as yet, not received a reply from Sir George Sweeney. The Chair to chase up.</p> <p>Pauline Greenhow was to represent Cumbria LSC on the GONW group looking at basic skills capacity issues.</p>	RC

<p>An update of Carlisle College's progress would come to the next Council.</p> <p>CoVEs – BAE's proposal has passed the first stage to establish a CoVE in Marine Engineering.</p> <p>Railway CoVE – no further action as yet. This bid is integral to the success of the National Rail Academy. Carlisle College – due to the financial concerns the College is unlikely to lead the bid. Jack Stopforth and Mick Farley to meet to discuss a contingency plan.</p>	<p>M F</p> <p>JS/MF</p>
<p>4.1 <u>Evaluation of Previous Meeting</u></p> <p>Noted.</p>	
<p>4.2 <u>Basic Skills (previous minute 7)</u></p> <p>Nigel Burke confirmed that the Basic Skills Unit used the term "Lifeskills".</p>	
<p>4.3. <u>Council Vacancy (previous minute 9)</u></p> <p>Noted.</p>	
<p>5. <u>Young People's Learning Committee</u></p> <p>John Nellist reported that a bid had been put forward for 14-19 Pathfinder Status. The Council wished him and his team every success with the bid.</p>	
<p>6. <u>Executive Director's Report</u></p> <p>The Executive Director outlined his report. He announced that the Chair had been appointed to join the Board of Urban Regeneration Company. The Council congratulated him and wished him well.</p> <p>TEC Legacy Funds – it was agreed the Executive would bring suggestions to a future meeting as to how best to utilise the money.</p> <p>Area Reviews – a paper will be brought to the next meeting re the Education Act.</p> <p>Learning Partnership – Council endorsed the approach set out in the report.</p> <p>Young People's Research – "Unwilling to invest in staff" – is this empirical research or a general comment? This would be discussed, in full, at the presentation event on 3 October.</p> <p>Performance Review – Council felt it was important for Providers to identify what they are doing well and share good practice with each other. Council also noted that leadership/management training was to take place at a series of weekend seminars.</p> <p>LLDD – College funding spent on additional support. It was agreed that it would be worth exploring how Lakes College used the funding and this could perhaps be passed on to the other Colleges as a best practice example.</p>	<p>LH</p>
<p>7. <u>Functions of Local Councils</u></p> <p>Council agreed that this was a useful document. John Merry had been invited to attend the next Council meeting, when it was hoped that he would be able to explain the authority of Council members.</p>	

<p>The Chair agreed to raise the matter of the Effectiveness of Councils at the next NW Chairs' meeting and also whether other Councils in the North West circulated their Council minutes within the local community.</p> <p>Sian Rees offered to send in a copy of the Connexions SAR to see if it could be adapted for use with the Council's clientele.</p> <p>After much discussion it was agreed that members should not become disheartened. Much has been achieved, although much still has to be done to engage the Cumbrian population in education and learning.</p> <p>It was agreed that responses from individual members would be collated by the Executive and be signed off by the Chair. However, if members wished to respond on an individual basis, they were quite welcome to do so.</p>	<p>RC</p> <p>SR</p>
<p>8. <u>Cantle Report</u></p> <p>All in agreement that this was an excellent report. Council members agreed the draft response.</p>	
<p>9. <u>The National Learner Satisfaction Survey</u></p> <p>Noted that abbreviations such as ACL should be put in full in future.</p> <p>The report was duly noted.</p>	
<p>10. <u>Engaging Employers</u></p> <p>Congratulations were recorded to the Workforce Development Team for all their hard work.</p> <p>Jon Power agreed to send information on Work-Life Balance to Mike Thorpe.</p> <p>It was noted that the Local Authorities were not mentioned in the report although they are collectively the second largest employer in the County. Jon Power to approach the Local Authorities.</p> <p>Case studies need to demonstrate the financial benefits to a company as well as the benefits to staff.</p> <p>It was suggested that the employers on the Council should meet to see how the Council could link into the North West Strategy (FRESA). Jon Power to arrange.</p> <p>Jon Power to attend the next Sectoral Construction Industry Group. Peter Irving to give details.</p> <p>Cath Fare highlighted the benefits of the LSC's support in the development of the Workforce Development Plan for the Tourism industry.</p> <p>Chris l'Anson informed the meeting that two local trainees had gone forward to the next stage of the NTAs.</p>	<p>JP</p> <p>JP</p> <p>JP</p> <p>JP/PI</p>
<p>11. <u>Learning and Development of Staff</u></p> <p>Council acknowledged that this was a helpful paper. However some of the behavioural skills such as negotiating and coaching were missing. This would</p>	

<p>be covered within the new Performance Management System within the “Ways of Working”.</p> <p>The Chair informed members that representations had been made to national office on the budget cuts and PKF had been tasked at looking at how best to utilise the budgets for the coming financial year.</p>	
<p>12. <u>Any other urgent business and Additional Papers</u></p> <p>Performance Statistics – it was envisaged that this report would be utilised by Christmas of this year.</p> <p>Audit Committee – Peter Irving intimated that the timings of future meetings would be changed to fall in line with reporting cycle for the Council meetings.</p> <p>FRESA Report – It was felt that there should be a dotted line between the LSC and SBS. However, the report was helpful in that it gave a strategic view of the North West and helps members to stop becoming too parochial.</p> <p>Business Plan – very good. Congratulations to all concerned.</p> <p>National Modern Apprenticeship Board – Chris l’Anson still hasn’t heard if she has been selected. She has, however, been invited to form a local group to feedback into the national Board.</p> <p>University of Northumbria – discussion took place over the report that the University of Northumbria might be pulling out of Carlisle. The Chair reminded members that this was not part of our remit. However, the Executive Director intimated that the two remaining HE Institutes could work together to provide sufficient services.</p>	
<p>13. <u>Date of next meeting</u></p> <p>The next meeting will be held on Wednesday 6 November, commencing at 10.00 a.m.</p>	
<p>14. <u>Evaluation of meeting</u></p> <p>The Chair thanked all those who had completed and returned the forms and encouraged members to do so again.</p>	

Signed..... Date.....