

**CUMBRIA LEARNING AND SKILLS COUNCIL**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 16 JANUARY 2002 AT  
WORKINGTON, COMMENCING AT 10.00 A.M.**

**Present:** Rob Cairns  
Mick Farley  
Tricia Calway  
Maggie Chadwick  
Ann Diss  
Cath Fare  
Paul Hafren  
Chris l'Anson  
Peter Irving  
John Nellist  
Jack Stopforth  
Mike Smith  
Mike Thorpe

**Observers:** Sue Chester  
Pam Flynn

**In attendance:** Lindsay Harford  
Richard Jewkes (item 11)  
Elspeth Smith

	<b>ACTION</b>
<p style="text-align: center;"><b>1. Chairman's Introductory Remarks</b></p> <p>Apologies – Council -Cath Clarke Graham Lamont Observers – Nigel Burke Brian Lightowler Siân Rees</p> <p>Sir George Sweeney had, unfortunately, sent his apologies but intended coming to the next Council meeting.</p> <p>He welcomed Pam Flynn from Government Office who was representing Nigel Burke.</p> <p><b>Declarations of Interest</b> P Irving – Cumbria County Council, NTL, CITB M Smith – items 4, 9,10,12 C l'Anson – items 4,10</p>	
<p style="text-align: center;"><b>2. Minutes of the previous meeting held on Wednesday 7 November 2001</b></p> <p>These were accepted and signed as a true record.</p>	

<p><b>3. Matters arising not otherwise on the agenda</b></p> <p>The Chairman read out an apology from the Principal of Furness College regarding the mix up over the room booking at the November meeting.</p> <p>Dinner with College Principals &amp; Governors – post meeting note: this has been arranged for 18 March 2002.</p> <p>Visit to Cornwall – Very productive visit and Lindsay Harford agreed to bring a short paper to the next Council meeting.</p>	<p><b>LH</b></p>
<p><b>4. Minutes of the Audit Committee held on 5 November</b></p> <p>Noted by the Council.</p>	
<p><b>5. Oral Report of Audit Committee held on 16 January</b></p> <p>The Chair reported that the agenda had been too large to get through and that more time would have to be allocated at future meetings.</p> <p>It was agreed that a paper would come to a future Council meeting reporting on those providers who were not meeting the targets set. Two providers, in particular, are still causing concern.</p> <p>Management Accounts to be taken to a future Audit meeting.</p> <p>Two colleges had failed to meet the Financial Memorandum but this matter was being addressed.</p>	<p><b>PI</b></p> <p><b>PI</b></p>
<p><b>6. Minutes of the Young People’s Learning Committee held on 19 November</b></p> <p>It was confirmed that the area review for Carlisle had been completed and the other areas would be tackled in due course. The minutes were duly noted.</p>	
<p><b>7. Minutes of the meeting of the Equality &amp; Diversity Advisory Group held on 14 November</b></p> <p>The minutes were duly noted.</p>	
<p><b>8. Executive Director’s Report</b></p> <p>Mr Farley outlined his report.</p> <p>Basic Skills Strategy – a draft plan would be ready by 7 February 2002. The plan would initially go before the Adult Committee and then to Council.</p> <p>The Chair, on behalf of the Council, expressed congratulations to all staff involved in the successful achievement of liP.</p> <p>Women’s Group – this is a positive action group, not a data collection group.</p> <p>North West Festival of Skills – should read North West Festival of Skills and Learning.</p> <p>Learners with Learning Difficulties and Disabilities – the Council</p>	

<p>endorsed the joint statement on post-16 provision for learners with learning difficulties and/or disabilities.</p> <p>The report was duly noted.</p>	
<p><b>9. The Secretary of State's Grant Letter</b></p> <p>The Executive Director said that the cash should have filtered down by the March Council meeting. He reported that no announcement had been made regarding the re-introduction of ILA type funds.</p> <p>The Grant Letter was duly noted by Council.</p>	
<p><b>10. Provider Performance Review</b></p> <p>Lindsay Harford outlined this paper. She explained that the focus for ALI inspections is the experience of the learner whereas the Performance Reviews looked at all aspects of the provider's performance.</p> <p>Lindsay Harford agreed to circulate an up-to-date list of providers to Council.</p> <p>The Executive Director informed members that the National Provider Review Board had suggested that a further College in Cumbria should be placed in "serious concerns". However it was felt that the local Council didn't have sufficiently robust evidence as yet to do this.</p> <p>The paper was duly noted.</p>	<p><b>LH</b></p>
<p><b>11. Strategic Plan</b></p> <p>The Chair welcomed Richard Jewkes to the meeting. Richard invited members to ask questions about the final draft of the Strategic Plan.</p> <p>Mike Thorpe asked if the targets on Annex 2 had been set at the lower end. It was agreed that the targets were well within our reach but because of some difficulties on Level I &amp; II it was felt sensible to go for a minimum target until the issues had been resolved. National office would aggregate the targets of all 47 LLSCs and report back.</p> <p>Tricia Calway asked if the document could be made more "user friendly".</p> <p>Richard Jewkes agreed to update the Council member details.</p> <p>The Plan was then accepted by the Council and congratulations were given to Richard and his team.</p>	<p><b>RJ</b></p>
<p><b>12. The Way to Work</b></p> <p>It was noted the pilots would be mainly national initiatives but Cumbria may be able to piggyback on to these. The report was duly noted.</p>	
<p><b>13. Skills in England: 2001</b></p> <p>Paul Hafren said that the OECD had recently painted a good picture in the context of young people within England, however Workforce Development remains a big issue.</p> <p>The report was duly noted.</p>	

<p><b>14. "In Demand: An Adult Workforce Development Strategy for the 21<sup>st</sup> Century"</b></p> <p>Council members agreed that this is something that employers should become excited about and that they need to take forward workforce development.</p> <p>The report was duly noted.</p>	
<p><b>15. Any other urgent business</b></p> <p>Jack Stopforth reported on the National Rail Authority initiative and will report to a future meeting on progress.</p> <p>Mike Smith suggested that a paper be brought to the May meeting to review the achievements of the Council to date. It was agreed that any discussion should be facilitated by an outside body. It was also agreed that a meeting review at the end of each Council would be beneficial.</p>	<p><b>JS</b></p> <p><b>MF</b></p>
<p><b>16. Date and time of next meeting</b></p> <p>The next meeting will take place on Wednesday 6 March commencing at 10.00 a.m. at the offices of Cumbria Inward Investment Agency, Redhills, Penrith.</p>	

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