

CUMBRIA LEARNING AND SKILLS COUNCIL

**MINUTES OF THE MEETING HELD ON THURSDAY 23 JANUARY 2003 AT
THE SWALLOW HILLTOP HOTEL CARLISLE, COMMENCING AT
10.00 A.M.**

Present:

Council:

Rob Cairns
Mick Farley
Norman Burrow
Cath Clarke
Cath Fare
Chris l'Anson
Peter Irving
Graham Lamont
Mike Smith
Mike Thorpe

Observers:

Nigel Burke
Mick Carey
Siân Rees

In attendance:

Nigel Couzens
Lindsay Harford
Richard Jewkes
Elspeth Smith
Madeleine Warren

	ACTION
<p>1. <u>Apologies and Introductions</u></p> <p>Apologies – Council – Tricia Calway, Neville Chamberlain, Anne Diss, John Nellist, Jack Stopforth. Observers – Brian Lightowler Attendees – Jon Power</p> <p>The Chair welcomed Nigel Couzens and Richard Jewkes to the meeting.</p> <p>2. <u>Declarations of Interest</u></p> <p>Mike Smith – 5.2, 6, 9. Norman Burrow – 6 Graham Lamont – Lakes College, Carlisle College Chris l'Anson – 8,9,10.3,10.4 and 10.5 Peter Irving – CITB Mike Thorpe – TUC, Kendal College Cath Fare – Kendal College Cath Clarke – Youth and Adult Training</p>	
<p>3. <u>Minutes of the previous meeting held on Wednesday 6 November 2002 and evaluation of the last meeting</u></p> <p>They were accepted and signed as a true record.</p>	
<p>4. <u>Matters arising not otherwise on the agenda</u></p> <p>Equality & Diversity – A training event around DDA was being arranged for 2 April 2003 and it was agreed that the invitation would be extended to College Governing Bodies.</p>	M F

<p>It was agreed that the term “Skills for Life” would be used in future for “Basic Skills” rather than “Lifeskills”.</p> <p>Evaluation Forms – It has been agreed to rotate the meetings around the County. However the restrictions on the Administration Budget may affect this in the future and meeting venues that are either free or at a nominal charge should be sought. If parking was becoming an issue, notice would be served with the papers detailing nearby car parks etc.</p> <p>The Swallow Hilltop would not now be used for the Excellence in Cumbria Awards due to its lack of facilities for anyone with impaired mobility.</p> <p>The Chair had sent a letter to the Chair of the Rural Regeneration Company expressing his disappointment in the Executive Director’s failure to gain a place on the new Board. All in agreement.</p>	
<p><u>5.1 Audit Committee</u></p> <p>Peter Irving gave a verbal report on the meeting held on 11 September 2002. He reiterated the Chair’s comments in congratulating the Audit Team for all the hard work.</p> <p>It was noted that the minutes of the 6 November 2002 meeting should have included Mr J duBarry in the list of those present.</p>	
<p><u>5.2 Young People’s Learning Committee</u></p> <p>The Executive Director outlined the minutes of the last meeting. He confirmed that the 14-19 Strategy had been published.</p> <p>Peter Irving asked about the Carlisle Area Review. The Executive Director reminded Council that it had expressed a view and also agreed (see Minute 13 – 6 November 2002) that it would exercise its new powers. The Executive Director reported that things were progressing and would be ready when the powers came into effect. It was noted that these new powers would be discussed in further detail at the Council Residential in March. Nigel Burke added that this was exactly the kind of thing that the LSC had been set up to do.</p>	
<p><u>5.3 Minutes of the Adult Learning Committee</u></p> <p>Mike Thorpe outlined the minutes. He expressed concern at the poor attendance rate at the meetings.</p> <p>Cath Fare asked about the contradiction from Council and NW Festival of Skills about the reintroduction of ILAs. The Executive Director replied that originally an announcement was expected by Christmas 2002 but it had now been swept up in the review of funding for adults.</p>	
<p><u>6. Executive Director’s Report</u></p> <p>The Executive Director outlined his report and the supplementary paper.</p> <p>He asked Council members to note the Higher Education launch on 18 February 2003 at Rheged.</p> <p>7.1 Carlisle College -Graham Lamont said that he had welcomed the away day with his fellow Governors of Carlisle College. He added that the Governors knew that there was a tremendous amount of work to do but</p>	

<p>they were now much more focussed on the task. Sir George Sweeney and his team from Knowsley Community College are helping the College.</p> <p>7.3 Kendal College – the Structural Options proposal will be discussed during the Council Residential in March. However Kendal will have to be tackled quickly due to the cash flow problems it is experiencing.</p> <p>7.5 Norman Burrow outlined the history behind the inspection re inspecting FE provision within an HE institution. He added that the result of the inspection would be in the public domain.</p> <p>7.6 A discussion around collaboration will also be picked up at the Council Residential in March.</p> <p>8. Administration Budget – Council agreed that the Chair should write to Bryan Sanderson to express the Council's concern over the restrictive nature of the admin budget.</p> <p>10.2 Investors in People Targets – Council wished to record its thanks to Nigel Couzens and his team on their achievements. It was suggested that a Press Release be issued to publicise the fact.</p> <p>Nigel Couzens informed members that Meredyth Bell had been appointed an IIP Ambassador within the country. She is the first in Cumbria to achieve this.</p> <p>13. The Executive Director wished to record his thanks to all Council members who had taken part in the FRESA meetings.</p> <p><u>Addendum</u></p> <p>Barrow Task Force – The Executive Director reported that Jobcentre Plus would take the lead in respect of the Rapid Response Fund.</p> <p>Chris l'Anson highlighted that the Council must look at training provision for young people within the Barrow area because of the knock-on effect that the downturn in business at BAE and Ulverston would have on small businesses; especially affecting MAs and young people on placements. It also might affect the CoVE bid. The Executive Director reassured Council that the CoVE bid was to be "tweaked" to take account of this.</p> <p>HE – Norman Burrow informed those present that Cumbria was very fortunate to have the expertise of Sir Brian Fender – it was evident that he had formed a good impression of the strategic alliance. He added that the Vice-Chancellor was keen to pass on his thanks to the Council (and particularly to the Executive Director who has acted as a catalyst in getting the alliance off the ground).</p> <p>He reported that Sir Brian's feedback will be very influential and might unlock significant amounts of funding.</p> <p>The Chair asked members to note that the NW Council members' meeting was to be re-arranged for 15 May. <i>Post meeting note – the date has now been set for Friday 13 June, possibly at the Castle Green Hotel, Kendal.</i></p> <p>The report was duly noted.</p>	<p>M F</p> <p>RC</p>
<p>7. <u>Annual Plan</u></p> <p>Richard Jewkes gave members a brief outline as to the rationale behind the new-style plan. It was to be used to try and bring national strategies to life at a local level.</p>	

<p>Council members were concerned that some of the baseline data may not be consistent; they were clear that local people must not feel that we are manipulating the figures. It must also align with what it says in the FRESA document.</p> <p>Richard Jewkes agreed to discuss the baseline data with National Office.</p> <p>Nigel Burke commented that a review of the local needs analysis should reflect what the Rural Regeneration Company should be doing. The Executive Director said that he was due to meet with the Chair and Chief Executive in early February to hopefully build on this.</p> <p>In general, members thought that the plan was an excellent document but that too many indicators were being shown in the plan. The Executive Director said that it must be set out like this to be approved by National Office but an abridged version would be produced for general circulation.</p> <p>Graham Lamont said that an away day for Council members to discuss business planning would be useful. The Executive Director replied that he would welcome members' involvement but was conscious of the time commitment already given on Council business.</p> <p>It was agreed that an annex would be produced to show all the committees.</p> <p>The draft plan was then approved by Council.</p>	<p>RJ</p> <p>RJ</p>
<p>8. <u>Grant Letter</u></p> <p>The Executive Director outlined the paper and added that discussions were ongoing with the Department and National Office regarding allocations.</p> <p>The paper was duly noted.</p>	
<p>9. <u>Area Wide Inspection</u></p> <p>The Executive Director outlined the paper and it was duly noted.</p>	
<p>10.1 <u>Success for All</u></p> <p>This item would be included on the agenda for the Council Residential in March.</p>	
<p>10.2 <u>Trust in the Future : Trust in FE</u></p> <p>Sir George Sweeney would be coming to the Council Residential to discuss this further.</p>	
<p>10.3 <u>Strategic Area Reviews</u></p> <p>No comments.</p>	
<p>10.4 <u>Views of Learners</u></p> <p>Chris l'Anson felt that the report was fairly positive.</p>	
<p>10.5 <u>Issues Affecting Sparsely Populated Areas</u></p> <p>The Chair invited members to put forward comments for him to take to the next</p>	

<p>Rural Issues Task Group.</p> <p>Norman Burrow said that we had to break down the barrier of the perception of what was entailed in learning. Some people had to be weaned into it and the acceptability of learning had to be improved.</p> <p>Siân Rees added that the issues were compounded because other partner organisations (such as Connexions) were also under budgetary constraints.</p> <p>Nigel Burke said that if the 14-19 agenda works effectively, issues around transport would be tackled. He was pleased that the debate had, at least, begun.</p>	
<p>11. <u>Any other urgent business</u></p> <p>None.</p>	
<p>12. <u>Evaluation of Meeting</u></p> <p>The Chair encouraged members to complete and hand in their forms.</p>	
<p>13. <u>Date of next meeting</u></p> <p>The next meeting would be held on March 25 & 26 (to include an overnight).</p>	

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