

LEARNING AND SKILLS COUNCIL CUMBRIA

**MINUTES OF THE MEETING HELD ON TUESDAY 23 SEPTEMBER 2003 AT
THE OFFICES OF THE LEARNING AND SKILLS COUNCIL, WORKINGTON, COMMENCING
AT 10.00 A.M.**

Present:

Council:

Rob Cairns
Norman Burrow
Anne Diss
Mick Farley
Cath Fare
Chris l'Anson
Peter Irving
Mike Smith
Jack Stopforth
Mike Thorpe

Observers:

Pam Flynn (for Nigel Burke)
Brian Lightowler
Siân Rees

In attendance:

Lindsay Harford
Peter Holmes
Lyndsey Leech
Jon Power
Elspeth Smith
Madeleine Warren

	ACTION
<p>1. <u>Apologies and Introductions</u></p> <p>The Chair welcomed Lyndsey Leech to her first Board meeting. He also introduced Peter Holmes, who works in Bryan Sanderson's office and told members that Peter would be giving a short presentation about his work.</p> <p>Apologies – Council – Tricia Calway, Rob Johnston, Graham Lamont Observers – Nigel Burke, Mick Carey</p> <p>2. <u>Declarations of Interest</u></p> <p>Peter Irving CITB Mike Smith Foundation Governor of Secondary School Executive Director's Report WBL</p> <p>Mike Thorpe TUC, Kendal College Chris l'Anson Youth and Adult Training Cath Fare Kendal College 9,10 Jack Stopforth Kendal College</p>	
<p>3. <u>Minutes of the previous meeting held on Thursday 23 July 2003 and evaluation of the last meeting</u></p> <p>These were accepted and signed as a true record. The Chair highlighted the comments made about the timing of the meeting and stressed the comment about members talking over each other. This was noted.</p>	

<p>4. <u>Matters arising not otherwise on the agenda</u></p> <p>Response regarding A590 bypass noted.</p> <p>Audit Committee – The Chair of the Audit Committee put forward Andrew Wallbank as a new member of the Audit Committee – all in agreement. He also asked Council members to let him (or the Executive Director) know of any other possible candidates.</p>	
<p>5. <u>Minutes of the Adult Learning Committee held on 8 September 2003</u></p> <p>Mike Thorpe outlined the minutes of the meeting which had been well attended. He made a plea for any Council members who could to attend the next meeting on 4 November 2003.</p>	
<p>6. <u>Executive Director’s Report</u></p> <p>Mick Farley introduced his report.</p> <p><u>Adult Learning Grant</u> Council members were disappointed that Cumbria seems to miss out on a large number of pilot activities.</p> <p><u>National Rail Academy</u> The Executive Director said that he would keep Council updated on progress.</p> <p><u>Co-financing: 2004-2006</u> The “Funding Gateway Prospectus” is now available on the LSC Website.</p> <p><u>Capital</u> The Executive Director confirmed that any college merger would not affect the need for the upgrade of the construction facilities at Lakes College, as provision at all localities should be enhanced. It was agreed that a single page briefing on this proposal would have been useful. This will be done for any future capital project request.</p> <p>It was agreed that the Chair and the Deputy Chair be given delegated power to approve (or otherwise) any such capital project from Lakes College West Cumbria.</p> <p><u>Colleges of Further Education</u> Robson Rhodes have been appointed to carry out the extended feasibility study. It was hoped that the study would be completed by early November, therefore giving up to the end of November for consultation. It was agreed that a plan, with milestones, would be produced.</p> <p><u>Carlisle Area Review</u> Peter Holmes informed members that Ministers were about to produce some principles regarding area reviews. Council members were asked to volunteer to chair any future consultation meetings. Peter Irving agreed to chair the meeting at Carlisle College.</p> <p><u>Re-Shaping</u> The Executive Director updated Council members that he was now meeting with those members of staff who fell into the affected workstreams on Wednesday 24 September and with all staff on Thursday 25 September.</p> <p>Peter Holmes outlined how he thought the new Chief Executive, Mark Haysom, might take the LSC forward. It must be remembered however that Ministers are committed to the LSC spending less than their predecessors on administration costs.</p>	<p>M F</p> <p>M F</p> <p>All</p>

<p>Council members wished staff to know that they gave their full support to them at this time of uncertainty and the Executive Director agreed to pass this on at the staff meeting. Members were also concerned that the LSC has a very important role to play and it was hoped that cutting staff numbers would not affect the work that needs to be done.</p> <p><u>Summer Learning Programme</u> Chris l'Anson highlighted that there had been a significant increase in numbers participating compared to the previous year. Congratulations to all involved were recorded.</p>	<p>M F</p>
<p>7. <u>Peter Holmes</u></p> <p>The Chair invited Peter Holmes to talk to Council.</p> <p>Peter explained that he was travelling around all the 47 LLSCs. He circulated a draft Delegation Paper and he asked any Council Members who wished to, to e-mail any comments to him. He then invited members to ask him any questions or pass on their views.</p> <p>Jack Stopforth – commented that locally the Council has grown in confidence and competence. He still felt that the relationship between National Office and the local office could be better. He used the analogy of forcing a square peg into a round hold. He added that the LSC was still not yet sufficiently relevant to the business community.</p> <p>Chris l'Anson – felt that the commitment to help make a difference to young people and adults was sometimes thwarted by the bureaucratic hoops that training providers had to go through.</p> <p>Mike Thorpe – The level of bureaucracy impedes the delivery of good learning opportunities and also National Office does not feedback to local Councils on their performance.</p> <p>Mike Smith – felt that the local Council was there to give local input but occasions when we could learn from others experiences were few and far between. He also felt that the National events for Council members had been poor.</p> <p>Norman Burrow – said it was exhilarating to be involved in the work of the Council, although realising that there were many thorny issues ahead. He added that documentation needs to be more focussed.</p> <p>Anne Diss – endorsed what colleagues had said and added that the local Council could be a powerful tool to link local and national policy.</p> <p>The Chair thanked Peter for his time and his informative presentation and also members for their valuable contributions.</p>	<p>All</p>
<p>8. <u>Council Self Assessment</u></p> <p>This discussion merged into the previous item. It was agreed that an action plan should be produced to implement any results of the assessment. Peter Holmes informed members that it had been proposed that the local Chairs be appraised each year.</p> <p>It was suggested that facilitated feedback be provided by National Office and this was agreed and Peter Holmes also agreed to arrange for a Consultant to be involved. It was also agreed that looking at similar "family" or "cluster group" LSCs would be beneficial.</p>	<p>PH</p>

All members agreed that LSC Cumbria should use the proposed model.	
<p>9. <u>ASP</u></p> <p>The Executive Director introduced the paper and it was duly noted. All in agreement that the Adult Learning Committee should be used as a vehicle to become the ASP Sub-Regional Group.</p>	
<p>10. <u>Engaging Employers</u></p> <p>The Executive Director introduced the paper and it was duly noted. All agreed that there was still a great deal of confusion within the County about all the bodies involved in learning, training, funding, helping businesses etc. It was agreed that the ASP at the Sub-Regional level would be an appropriate way to look at reducing this confusion.</p>	
<p>11. <u>LLSC Performance Matrix</u></p> <p>For information only – duly noted.</p>	
<p>12. <u>Chairman’s Updates</u></p> <p>For information only – duly noted.</p>	
<p>13. <u>Any other urgent business</u></p> <p>Mike Smith reported that GEN II had been successful in the CoVE bid for the nuclear industry.</p> <p>He also showed Council a leaflet from the North East which invited youngsters to enter a competition to win a scooter, run by the LLSC and Connexions. Siân Rees commented that locally the LSC and Connexions send out information to parents and youngsters jointly – but they do not have the resources to fund such a competition!</p>	
<p>14. <u>Date of next meeting</u></p> <p>The next meeting will be held on Wednesday 26 November at 10.00 a.m. This will be preceded by a “Dining with a Difference” Dinner on the Tuesday evening at the Castle Green Hotel, Kendal.</p>	

Signed..... **Date**.....