

**CUMBRIA LEARNING AND SKILLS COUNCIL**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 6 MARCH 2002 AT THE  
OFFICES OF CIAA, PENRITH, COMMENCING AT 10.00 A.M.**

**Present:**

**Council:**

Rob Cairns  
Mick Farley  
Tricia Calway  
Maggie Chadwick  
Cath Clarke  
Ann Diss  
Cath Fare  
Paul Hafren  
Peter Irving  
Graham Lamont  
John Nellist  
Jack Stopforth  
Mike Smith  
Mike Thorpe

**Observers:**

Sue Chester  
Pam Flynn  
Brian Lightowler  
Siân Rees

**In attendance:**

Pauline Greenhow  
Richard Jewkes  
Elspeth Smith  
George Sweeney  
Ann Walsh  
Madeleine Warren

	<b>ACTION</b>
<p><b>1. <u>Chairman's Introductory Remarks</u></b></p> <p>Apologies – Council – Chris l'Anson; Observer – Nigel Burke. Attendees – Lindsay Harford, Jon Power.</p> <p>The Chair welcomed Pam Flynn, Pauline Greenhow, George Sweeney and Ann Walsh to the meeting.</p> <p><b>Declarations of Interest</b></p> <p>P Hafren – Post 16 M Smith – items 4, 7, 11 M Thorpe – anything related to TUC P Irving – anything related to NTOs A Diss – item 12 T Calway – item 7 J Stopforth – item 7</p>	

<p><b>2. <u>Minutes of the previous meeting held on Wednesday 16 January 2002</u></b></p> <p>These were accepted and signed as a true record.</p>	
<p><b>3. <u>Matters arising not otherwise on the agenda</u></b></p> <p>Lindsay Harford still to produce an up-to-date list of providers for Council.</p>	<b>LH</b>
<p><b>4. <u>Minutes of the Audit Committee held on 16 January 2002</u></b></p> <p>These were noted by the Council.</p> <p>Peter Irving then outlined progress from the meeting of 6 March 2002. It had been agreed that a policy would be adopted to provide the names of providers within the Audit Committee minutes.</p>	<b>MW</b>
<p><b>5. <u>Minutes of the Adult Learning Committee held on 29 January 2002</u></b></p> <p>Mike Thorpe reported that it was early days but good progress was being made. Mick Farley was asked to provide a copy of the Terms of Reference and to ensure that the member's organisation is indicated against their names in the minutes of future meetings.</p>	<b>MF</b>
<p><b>6. <u>Minutes of the Equality and Diversity Advisory Group</u></b></p> <p>Cath Clarke reported that the group had held its second meeting and the membership had been extended. It was agreed to provide Council with a copy of the Terms of Reference.</p>	<b>MF</b>
<p><b>7. <u>Executive Director's Report ( &amp; Addendum tabled at the meeting)</u></b></p> <p>Mick Farley outlined this report which was accepted.</p> <p>Property Assets Review – Mike Smith volunteered to sit on the selection panel and this was accepted. Mick to provide Mike with relevant paperwork.</p> <p>National Rail Academy - Jack Stopforth gave a verbal update on progress. Congratulations were recorded to Jack and his team for all their hard work on this project.</p> <p>Co-financing activity – a huge amount of interest and the job of the LSC was to manage down expectations.</p>	<b>MS MF</b>
<p><b>8. <u>Strategic Plan: 2002/05</u></b></p> <p>Mick Farley outlined the paper. He reported that he had (reluctantly) agreed a revised wording which Council endorsed. Council agreed to accept the advice on the targets and agreed that the Chair and Executive Director should reach an accommodation with the national Council should this prove necessary.</p>	

<p>George Sweeney told Council that the targets were not aspirational but real. The national plan was under close scrutiny from Ministers and they would expect local offices to reach targets set.</p>	
<p><b>9. <u>Adult Basic Skills Action Plan</u></b></p> <p>Pauline Greenhow outlined the report. She told Council that the targets set were extremely challenging and that one year of the plan had already gone. She highlighted the national problem of a shortage of Basic Skills Tutors, which was particularly prevalent in Cumbria. The target of 6700 was set in stone and would therefore have to be achieved.</p> <p>Council agreed to approve the plan but wished to have more details of how the targets will be achieved.</p>	<p><b>LH/PG</b></p>
<p><b>10. <u>Education Green Paper</u></b></p> <p>Mick Farley outlined the paper. Council thanked Mick for the précis which had proved to be extremely useful. John Nellist reported that Cumbria could be put forward as a pathfinder county. Jack Stopforth had been appalled at the ignorance of educational issues at the recent Local Strategic Partnership (LSP) meeting.</p> <p>Pam Flynn said that LSPs were at various stages of development and they have to be persuaded of the importance of education in bringing about a change in the fortunes of the county.</p> <p>Graham Lamont added that with Bill Lowther as Chair of the Cumbria Strategic Partnership (CSP) events would now move along at a pace and Education and Skills would be a top priority.</p> <p>Jack Stopforth reported that the proposed call centres within the County had “gone flat”. Companies were tending to use their own premises. However, he reassured Council that the Whitehaven centre would still open and provide much needed employment.</p> <p>It was agreed that a paper should be provided for the CSP.</p>	<p><b>MF</b></p>
<p><b>11. <u>Standards Fund 2002/03 – Reducing Bureaucracy</u></b></p> <p>George Sweeney gave Council an update on his Task Group. Council welcomed the initiative but several members felt that the amount of bureaucracy had actually increased since TEC days. Mike Smith agreed to write to George about this.</p> <p>It was agreed that 25% was a hard target to achieve but everyone wished him well.</p> <p>Ann Walsh then outlined the local aspect of the Standards Fund and the report was duly noted.</p>	<p><b>MS</b></p>
<p><b>12. <u>Higher Education</u></b></p> <p>John Nellist outlined the paper and told members that a Project Officer might be appointed to take matters forward within Cumbria. He added</p>	

<p>that Cumbria needs to grow the demand. Progress is being made through the collaboration of the existing establishments.</p> <p>It was agreed that this issue should be discussed further at a future meeting.</p> <p>The paper was duly noted.</p>	<b>MF</b>
<p><b>13. <u>Any other business</u></b></p> <p><b>Festival of Skills</b> – Tricia Calway gave Council an update. 400 events were to take place within the North West. She asked if John Nellist could assist as no educational establishments were taking part.</p> <p><b>David Russell Visit</b> – Mick Farley reported that David had been very positive about his recent visit to Cumbria.</p>	<b>JN</b>
<p><b>14. <u>Date of next meeting</u></b></p> <p>The next meeting will be held on Wednesday 15 May at Workington, commencing at 10.00 a.m.</p>	
<p><b><u>Meeting Review</u></b></p> <p>Discussion good – progress made in the past year.  Quality support from Mick and team.  Good debate.  Touched on significant targets.  Need to find venues which facilitate discussion.</p> <p>The Chair ended by thanking Jack for the hospitality and by thanking Maggie for her contribution as this would be her last meeting.</p>	

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