

Minutes

BOARD MEETING

Date: 15 June 2004
Time: 4.30 pm
Venue: Taylor House, Caxton Road, Fulwood, Preston
Chair: John Oliver

In attendance:

Board Members

Nancy Cookson
Jeff Cowburn
Linda Crabtree
Tony Gill
Hazel Harding
Alyson Malach
Ray McManus
Steve Palmer, Executive Director
Janice Parker

Apologies:

Board Members

Neville Chamberlain
Malcolm McVicar
Greg Turner

Observers:

Phil Burgess
Steve Johnson
Karen O'Donoghue

Observers:

Nigel Burke

Directors:

Dave Cresswell
Andy Fawcett
Viv King
Sandra Whyte

Minute taker:

Andrea Fell

ACTION

1. Equal Opportunity and Diversity Awareness

The Chairman welcomed Professor Gus John to the meeting. Gus is an Adviser to the Home Office and a visiting professor at Strathclyde and Salford Universities.

Gus John made a presentation on Equal Opportunities and Diversity and a discussion was held after the presentation.

2. Chairman's Opening Remarks

2.1 The Chairman welcomed all present including John Korzeniewski, the North West Regional Director for the LSC.

3. Apologies

Apologies were received from Neville Chamberlain, Malcolm McVicar, Nigel Burke and Greg Turner.

4. Minutes of the meeting held 18 May 2004

The minutes were agreed as a true and accurate record.

5. Matters not arising elsewhere on the agenda

4.3 Equality and Diversity – actioned.

7.4 Evaluation of exp04 –tabled.

8.1 Steve Palmer had emailed the LSC Regional Director regarding funding issues. Steve Palmer to do a briefing for Board Members when the final allocations were known.

SP

Steve Palmer stated that the providers had been kept informed about the situation through letters and e-mails.

6. The Regional role and issues

John Korzeniewski stated that many people present were at the Low Wood conference for Board members – he wanted to share with other colleagues what he had said there.

He stated that the key role in the job description for the NW Regional Director was to support and empower local delivery. He is based at the Greater Manchester Office and will make sure that there is a strong LSC regional presence to interact with, for example, the Northwest Development Agency. He reported that the LSC and RDA will sign a concordat on 7 July 2004, a year on from when the skills strategy was first put into place.

He commented that the RDA was not the only regional agency we need to work with; there is also the local government Executives and Leaders and Education Authorities.

John Korzeniewski stated that he genuinely believed that we could make the difference locally and some of this would be lost if regionalism became too powerful.

The Regional Director has the responsibility to oversee the finances and resources of the region and provide an overview of the five local offices and providers. He has the flexibility to move money around, including the administration budget.

He reported that the performance management system is key and stated that he will support Steve and his staff to set and deliver challenging targets.

His priorities for the regional dimension are:

- The need for regional structures to be put in place – a

- proposal will go to National Office this week.
- Ongoing need to relate to Northwest Development Agency – to understand and influence them better.
- Combination of understanding the region better and focussing on performance and the evaluation of performance.

John Korzeniewski stated that stability is required – providers need to get on with the job, with our support.

Nancy Cookson asked about performance management and benchmarking – across local offices targets and regionally. John Korzeniewski stated that local LSC's are not competing with one other, but are contributing to the national targets. John Korzeniewski stated that he was interested in benchmarking across the region.

John Korzeniewski commented that we need to get away from funding historically.

Ray McManus stated that he was pleased to hear about the equality and diversity role taken by the LSC, but was concerned about doing away with this function at National Office and then cascading it down to the local offices. He questioned how the mission could be delivered if the funding had been cut.

Alyson Malach expressed her agreement with Ray McManus and questioned where would the equality and diversity information come from, how the information will be devolved from national office and who will lead.

John Korzeniewski commented that some decisions were made before he was appointed. In essence there would be a reduced equality and diversity resource at national office but there remained sufficient resource to ensure that equality and diversity issues were effectively mainstreamed into the of LSC activity.

7. Performance Management (Paper 1)

Andy Fawcett presented a paper to the Board and invited questions and comments regarding its content.

Concerns were expressed regarding young people in care, but not with our local authorities. Questions were raised about tracking and what happens to those leaving care.

Comments were made regarding the rigour of the IIP standard and potential risks of employee training needs being sidelined in favour of the kudos of the IIP plaque.

Tony Gill commented that the indicators were good. It was agreed that Andy Fawcett should prepare another paper for the Board, using the traffic lights system.

AF - Sept

8. Executive Director Report to the June Board (Paper 2)

Steve Palmer is meeting with the E2E providers most affected by the funding problem, on 1 July 2004.

Steve Palmer thanked Linda Crabtree for chairing the Audit/Quality Committee.

John Oliver asked regarding the effectiveness of the Leadership College's product. Nancy Cookson commented that some colleges may not be able to afford to take up the offer and some Principals are new in post and therefore concentrating on other issues. Sandra Whyte reported that some colleges had expressed an interest in the product and the LSC have already put finance into the project. Lynn Sedgemore/David Russell will take this forward.

Nancy Cookson welcomed the progress made on the funding issue. She asked for guidance regarding the timescale of signing allocations off, as College Governors needed to sign off by law on 30th July. Timescales are really tight for this. John Korzeniewski stated that the allocations would be out this week.

Exp04 Evaluation

The evaluation of Exp04 was circulated to the members with the papers.

Tony Gill commented that 80% of young people having their career choice influenced was very commendable.

Jeff Cowburn asked what the next stage was. Steve Palmer to table a paper at the July Board regarding this.

SP

9. Any other business

Working Together document

Alyson Malach asked when the above document could be discussed. John Oliver stated that this would be discussed at the July Board meeting. Steve Palmer to access copies of this document and table this at the next meeting.

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New LSC Chair

A letter was given to Board Members regarding the new national LSC Chair.

Press Cuttings

Steve Palmer has six copies of the latest press cuttings available for Board Members to read.

Low Wood Conference Feedback

- Useful
- Better attendance needed from certain offices (we had a good representation)
- Good, compared to other events
- Timings need to be adhered to

Steve Palmer to do a note to Board Members about this event.

SP

10. Date of next meeting

Tuesday 20 July 2004 – 5pm at Lancashire Learning and Skills Council.