

Minutes



Leading learning and skills

Minutes of meeting

Date 15 November 2005
Subject Council Meeting
Location BAE Systems, Warton, Lancashire
Time 17:00

Present Mike Collier, Chair
Jeff Cowburn
Tony Gill
Hazel Harding
Joan Lee
Ray McManus
Clive Memmott
Iqbal Memon
John Moverley
Peter Neill
Steve Palmer
Khalid Saifullah
Greg Turner

LSC staff Dave Cresswell
Andy Fawcett
Viv King
Sandra Whyte
Dave Brown

Apologies Apologies have been received from:
Nigel Burke
Nancy Cookson
Alyson Malach
Malcolm McVicar
Karen O'Donoghue
Ekwaeju Ohwoisi
Janice Parker

Item 1. Welcome and introductions

Mike Collier welcomed all present and thanked BAE Systems for hosting the meeting and providing the buffet. He welcomed John Male, Head of Learning and Development for BAE in the NW who addressed the meeting later at Item 4.

Mike Collier then informed the Board that Malcolm McVicar was leaving the Board and expressed thanks on behalf of everyone for his support since the inception of the Board 5

years ago. Plans are in hand to contact the four higher education institutions in the county to find a replacement Board Member.

Item 2. Minutes of last meeting

The minutes of the meeting held on 18 October were agreed as a true record.

Item 3. Matters arising from October's meeting

Item 1 Mike Collier and Steve Palmer will agree an appropriate schedule of meetings fitting alongside the new planning and performance cycle and bring to a future meeting. (The schedule will be constructed after the discussion at Item 7 of the agenda)

Item 3 Covered at Item 6 of the agenda

Item 4 A list of discussion topics/issues will be proposed at Item 7 of this agenda for future meetings highlighting which meetings would break out into discussion groups and which would remain for the full Board to review performance.

Item 4. Presentation from John Male, Head of Learning & Development, BAE Systems

John Male made a presentation starting with an overview of BAE Systems followed by a more in depth look at the BAE Systems Apprenticeship Programmes

John answered a number of questions from Board Members in the discussion that followed

Mike Collier thanked John for his informative presentation. It was agreed that BAE Systems, LSC Lancashire, Training 2000 and the Asian Business Federation would work together to develop ways of encouraging more young people from ethnic minority backgrounds to engage in apprenticeships

Action: SP

Item 5. Agenda for Change – including Theme 7

Steve Palmer updated the Board on current position with regard to Agenda for Change and included an update on the position in relation to Theme 7. The Regional and Local draft Organisation Charts were included for information. Steve emphasised that the role of the Board does not change in the re-organisation.

The role of the Economic Development Director and team was discussed and clarity sought.

Action: Steve Palmer

The question of who would speak for skills in the region was asked. It was agreed that John Moverley would feed the discussion back to the RDA for clarification and then meet with Steve Palmer to discuss further the role of NWDA and LSC.

Action: John Moverley

Item 6. Refined Draft Capital Plan – Andy Fawcett

Andy Fawcett presented the draft Capital Plan to allow the Board to review progress and make further comment and recommendations. Members asked at what point they would be able to discuss the plan in more detail and it was agreed that this should be item for the January Board Away Day.

Action: Steve Palmer

Item 7. Themes for Future Board Meetings

Steve Palmer presented a list of possible themes for future meetings. Due to time constraints it was agreed that the Members would take the list away with them and telephone or email back their top five preferences.

Action: All Members

Item 8. Executive Director's Report

Steve Palmer presented his report and the following actions were agreed.

- a. To check if there is a more up to date response from the LSC to the Green Paper: Youth Matters which does not contain grammatical and spelling errors
- b. Ray McManus asked if he could have a copy of the response for his next TUC Forum meeting

Action: Steve Palmer

Comment was also made about the conduct of a small group of young people at Exp05. Steve Palmer informed the Board that the school had already responded and taken action.

Item 9. Any other Business

- a. Steve Palmer gave a brief overview of the Foster Report that had been published earlier that day
- b. Iqbal Memon thanked the Board for the generous contributions they had made towards the Pakistan Earthquake appeal

Item 10. Date of next meeting

The next meeting of the Board will take place at 5pm on 20 December at LSC Lancashire.