

Minutes



Leading learning and skills

Minutes of meeting

Date	21 June 2005
Subject	Council Meeting
Location	Board Room
Time	17:00
LSC office	Lancashire
Publication intent	Internal

Present

Mike Collier, Chair
Nancy Cookson
Jeff Cowburn
Margaret Dudley
Tony Gill
Steve Johnson
Alyson Malach
Ray McManus
Malcolm McVicar
Clive Memmott
Peter Neill
Greg Turner

LSC staff

Dave Cresswell
Andy Fawcett
Steve Palmer
Sandra Whyte

Apologies

Apologies have been received from:

Nigel Burke
Hazel Harding
Viv King
Iqbal Memon
John Moverley
Karen O'Donoghue
Janice Parker
Khalid Saifullah

Item 1. Welcome and introductions

1.1 Mike Collier welcomed all present.

Item 2. Minutes of last meeting

2.1 The minutes of the meeting held on 17 May were accepted as a true record.

Item 3. Matters arising

3.1 A schedule of venues for future meetings was tabled prior to the start of the meeting. The schedule will be forwarded to those members who were not present.

Action: BF

3.2 Steve Palmer reported that following Mark Haysom's roadshow, to FE college Principals, on 20 June it was decided that the LSC and the Lancashire Colleges Principals' Group would take responsibility of organising a half-day seminar. The seminar will seek to establish an informed view on where current policy will take us in 5 years time and how we can best influence trends to best meet Lancashire's needs.

3.3 Steve Palmer reported that a paper regarding FE college loan repayments would be brought to the July meeting.

Action: SP

5.2, 5.4, 6.3 were all covered in the Executive Director's report.

Item 4. Performance Update

4.1 Andy Fawcett gave the Board an update on planning and performance for June 2005. He was pleased to report that the quality of returns continued to improve. Deadlines were being hit with only a few exceptions.

4.2 Two areas of concern: -

- Apprenticeships starts 2004/05 – need to focus on achieving target of 4,650 - 18% higher than the 2003/04 target of 3,931. It is forecasted that we will exceed 2003/04 figure of 4,088.
- E2e (Entry to Employment) – need to focus on achieving target of 2,121, at period 9 1,254 achieved.

4.3 Andy Fawcett agreed to contact Alyson Malach regarding breaking down the Skills for Life figures by gender, ethnicity following the allocation process.

Action: AF

Item 5. European Social Fund

5.1 Andy Fawcett reported on the progress undertaken to date to select an appropriate portfolio of projects that had been invited to enter into contracting discussions for European Social Fund 2004/06 Tendering Round 3.

5.2 The Board requested that future recommendations should be brought to a Board Sub Group prior to final ratification.

Action: AF

5.3 Andy Fawcett agreed to provide the Board with the amount of ESF Funding that had been allocated to the voluntary and community sector over the past three years.

Action: AF

5.4 It was noted that the LSC continue to run pre briefing sessions to support the voluntary and community sector organisations with bid writing.

5.5 It was suggested that the planning cycle be set around the calendar of festivals.

5.6 Andy Fawcett informed the Board that the Government Office for the North West had informed him that the European Court Auditors would be performing a full systems audit on the ESF function during mid July. Providers who may be involved in this work have been alerted.

Item 6. Executive Director's Report

6.1 June's press cuttings will be available at the July meeting.

Action: BF

6.2 Steve Palmer was pleased to report that 61 out of 65 of the NW Further Education Principals attended the Mark Haysom Agenda For Change Roadshow held on 20 June. 12 out of 13 Principals attended from Lancashire. Due to lack of time Steve Palmer agreed to report in more detail at the July meeting.

Action: SP

6.3 Steve Palmer informed the Board that the LSC Solicitor and University for Industry Solicitor were meeting on 22 June to discuss the issue with the Hub contract.

Item 7. Update on Skills

7.1 Dave Cresswell gave the Board an update on Skills since the February Board Awayday and the recent publication of the Skills White Paper.

7.2 The following challenges have been identified for LSC Lancashire: -

- Preparation for the National Employer Training Pilot roll out in April 2006.
- Develop an Independent Brokerage Service by April 2007.
- Develop local responses to Sector Skills Agreements.
- Produce an adult skills strategic area review by the autumn 2005.
- Influence the 3 year development plans of our main providers in order for them to better understand the demand side for 2006/07.

7.3 Dave Cresswell reported that the Lancashire Skills and Employment Task Group have replaced the adult learning and skills sub group and he will report to future Board meetings on its progress.

7.4 Dave Cresswell informed the Board that Paul Holme, Regional Skills Director had been appointed to oversee this work supported by Dave Cresswell and colleagues from local offices.

Item 8. Any other business

8.1 None

Item 9. Date of next meeting

9.1 The next meeting of the Board will take place at 5pm on 19 July 2005 at **Training 2000 Ltd, Furthergate Industrial Park, Harwood Street, Blackburn.**