

## LEARNING AND SKILLS COUNCIL GREATER MANCHESTER

**Minutes of the twenty first meeting of the LSC Greater Manchester Council held on 11 May 2004, at Arndale House, Arndale Centre at 16.00hrs.**

### **PRESENT:**

Council Members: Anthony Goldstone (Chair), Liz Davis (Executive Director – ED), Richard Guy, Richard Hurst, Alan Manning, John Merry, David Page, Kath Rigby , Ray Short, Michele Sutton, Chris Woodcock

**Observers:** Hannah Roberts, Connexions

**In attendance:** Clive Dickens, Area Manager for Trafford (for agenda item 3) Andrew Harrison, Director of Finance and Corporate Services (DFCS), Claire Humphrey, Ian Lever, Director of External Relations (DER).

**Council Secretary:** Christine Rudge

### **APOLOGIES**

**Council Members:** Rachael Charlton, David McCall, Mollie Temple

**Observers:** Roger Hinchliffe, Jeremy Nolan, Fiona Mellett, Peter Morton, Linda Tomlinson.

The chair welcomed everyone to the meeting,

Chair commenced the meeting by offering congratulations to Michele Sutton who had been offered the position of Principal at Bradford College and who had therefore resigned from the Council. Chair gave Michele his best wishes for the future and thanked her for contribution and hard work.

Chair welcomed Clive Dickens, Area Manager for Trafford to the meeting who was in attendance for agenda item 3 and Claire Humphrey, who was representing Jane Bracewell.

Chair asked for an extra item on planning and funding for 2004/05 to be discussed after the Trafford area presentation.

#### **247 Minutes of 02 March 2004 meeting**

The minutes of the 02 March meeting were accepted as an accurate record and signed

#### **248 Matters arising paper 27/2004**

248.1 The chair reported that the Capital Committee had met prior to the Council meeting and recommended that Xavarian College's £4285,000 capital proposal should be supported at a 35% contribution. This was endorsed by the Council. He reported that Pendleton College's £8.064m, project for a new build would be re-presented to the national capital committee on 25 May. The ED and Chair had met the governing body of St John Rigby College and the Archdiocese had made a formal commitment of support to the college in response to feedback from the Capital Committee. This was a very positive outcome from the work of the Capital Committee. All other Capital projects were progressing to plan

**248.2 M.236.6, page 2 Stockport Area Team and Success for All Theme 1 Project Manager to take forward actions coming out of the Stockport Preliminary Review.**

This item was ongoing and had been reported on in paper 34/2004 Executive Directors report.

**248.3 M.236.7, page 3 – Debra Woodruff/ Chair Adult Learning Committee to take forward changes in arrangements for delivery of IAG.**

This item was ongoing and had been reported on in paper 34/2004 Executive Directors report.

**248.4 M.239.8, page 4, Debra Woodruff to look into publicising the E2E Programme.**

The E2E awards ceremony would take place on 15 July at Old Trafford Football Stadium.

**248.5 M245.2, page 2, Council agreed that either the chair or the ED would be nominated as a lay member of Manchester University Assembly.**

ED had been nominated and appointed.

**248.6 M.221.1 – Council Members to let Clerk know when they would be visiting SkillsCity**

Chair asked for his thanks to be passed on to all partners who provided sponsorship for this event and said a special thank you to all staff involved in organising such a successful event.

**249 Presentation by Trafford Area team on their work,**

249.1 Clive Dickens, Area Manager for Trafford gave a presentation on the work of the Trafford Area team. The presentation focused on the background of the economic, education and

- training, context and infrastructure in the Trafford Area. A copy of the presentation is attached.
- 249.2 The Council highlighted concerns regarding careers advice made available to youngsters in the Trafford Area and whether the careers advice being given was suitable.
- 249.3 Much of Trafford is in an area of high achievement and therefore there was concerns about the amount of funding being made available to projects such as pre-apprenticeship programme.
- 249.4 Council also expressed their concerns re. the north/ south Trafford divide. It was thought that the LSC should make a special effort to ensure this is avoided and concentrate on issues such as Modern Apprenticeship and the 14-19 agenda.
- 249.5 Chair thanked Clive Dickens for his presentation and asked for an update on any further developments at future council meetings.

## **250 Planning and Funding for 2004/05**

250.1 The ED brought to the attention of the Council Annex 1 to her report, which was tabled at the meeting. This annex reported on planning and funding for 2004/05.

250.2 The Learning and Skills Council Greater Manchester was expecting a reduction of £11.16m in its budget for FE for 2004/05. Priority would be given for following:

- 16-19 year olds, who are guaranteed a place in education or training (including E2E)
- Learners with learning difficulties or disabilities up to the age of 25
- Basic skills provision
- Level 2 qualifications for adults who do not already have one.
- Level 3 AMA

Although this represented a £15m increase in the overall budget for FE for 2004/05 as compared to 2003/04, it was a significant reduction in the indicative allocations made for 2004/05 based on 3 year development plans and presented a 'real terms' decrease for colleges, taking account of inflation and disadvantaged funding. The Planning and Funding teams along with Area Manager and LSC Senior Management were reviewing all college and providers 3 year plans to try and manage this situation. The ED stated that she was aware that this could undermine the financial stability of some colleges.

250.3 The ED stated that the situation had arisen due to successes in increasing participation and achievement combined with a difficult spending review. There was likely to be particular pressure on funding for 'other provision.

250.4 The ED stated the LSCs would manage any shortfalls regionally and that regional approaches would be discussed at the next management board meeting.

250.5 The ED asked the Council to treat this information with strict confidence, and stated that she would update them at a future meeting. It was thought that a special meeting might need to be called to discuss this in more depth; Chair also asked the ED to keep council informed via written correspondence if necessary.

**ACTION: ED**

250.6 The Council's general feeling on this was that this should be challenged at a national level and that funding was being taken from Further Education and put into schools. The ED reported that the Planning and Funding team were looking at who would be affected the most, it was thought that colleges and training providers could lose between 2% - 12% of funding, although this announcement had only been made on the previous day to the meeting. The ED highlighted to the Council that all 47 LSCs were in the same position

250.7 It was agreed that this issue should be raised at the meeting of the Regional Board and the national Chairs' conference.

**ACTION: ED/ CHAIR/ JOHN MERRY TO TAKE TO NATIONAL COUNCIL.**

250.8 Council requested for the ED to keep them updated and provide a report on the outturn for each provider when this was known.

**ACTION: ED**

**251 Welfare to Workforce Development**

251.1 DER introduced paper 29/2004, and asked the council to note the summary.

251.2 This was a very important report with significant proposals highlighted within it, in line with government policy and the skills policy.

251.3 Council were asked to note the eight recommendations highlighted on the paper.

251.4 DER reported that Job Centre plus and Business Link would be working closely with the LSC to ensure that the work was done quickly and efficiently.

**252 Local Intervention and Development Fund Allocation and Monitoring Strategy 2004-05.**

252.1 Chair asked for paper 30/2004 to be taken as read

252.2 Claire Humphrey reported that the LIDF budget had been reduced from £12m to £8m for the 04/05 year.

252.3 Council were asked to note the report and endorse the recommendations highlighted on paper 30/2004.

## **253 ESF Co-Financing – Update on 2002/03 and 2004/06 Plans**

253.1 Claire Humphrey presented a paper on the above. She highlighted that this was the 2<sup>nd</sup> prospectus made available on ESF Co-financing and that the LSC had underspent the budget by 86%. Chair asked for Jane Bracewell to explain this under-expenditure at a future meeting.

**ACTION: JANE  
BRACEWELL**

253.2 The prospectus had been published to address gaps in funding and had a redesigned process and refocused to deliver results. The process had been redesigned and this was enabling the LSC to provide a more acceptable result.

253.3 The Council was very supportive of the work of ESF and expressed an interest in being involved in future work. Claire said that although it would be difficult to involve Council members within the administration of ESF, it could be made possible for them to sit on the sifting panels.

**ACTION: ESF TEAM TO  
WRITE TO ALL COUNCIL  
MEMBERS INVITING THEM  
TO EXPRESS AN INTEREST  
IN BEING INVOLVED.**

253.4 John Merry reported that Greater Manchester LSC were praised by the national council on their working on the ESF Co-Financing and the Council passed their congratulations through Claire.

253.5 It was raised that FE colleges should receive more than the 18% funding which had been made available. Claire expressed her intention that the process would be made open and transparent

## **254 Paper 32/2004 Chair's Report**

254.1 The Council received paper 32/2004 Chair's report

## **255 Paper 33/2004 Management information report**

255.1 Claire Humphrey presented this paper and told Council that this was an evolving report and welcomed comments and suggestions

255.2 This paper demonstrate progress against all main targets  
A comment was made about inconsistency between GCE programme data and participation in education and training in Manchester. It was suggested that the participation data might be based on institutions rather than residents.

**256      Paper 34/2004 Executive Directors report.**

256.1      ED drew the Council attention to the recent announcements regarding Modern Apprenticeships highlighted within The Source briefing - a copy of this briefing is attached for information.

256.2      The ED passed her congratulations to Mollie Temple for Bolton Institute being granted a university title.

256.3      The ED reported to Council that it had been highlighted within the Audit Committee that all Council Members should receive a briefing should there be a high media interest in the LSC for any reason. The ED assured Council that such briefings would be made available in future either by email or post.

**ACTION: ED**

256.4      Michele Sutton passed on thanks on behalf of Hopwood Hall college for the LSC's assistance to them achieving Sport CoVE recognition

**257      Paper 35/2004 Finance Directors Report**

257.1      The Council received paper 35/2004.

257.2      DFCS reported that LSCGM were £31,000 within the administration budget, and £108,000 within the LIDF budget.

**258      Paper 36/2004 Minutes of the Audit Committee meeting held on 6 April 2004**

258.1      The Council received the minutes of the Audit Committee meeting held on the 6 April 2004 and noted the outcomes.

**259      Paper 37/2004 Minutes of the Search Committee Meeting held on 23 April 2004.**

259.1      The Council received the minutes of the Search Committee meeting held on 23 April 2004.

259.2      As the Search Committee was not quorate the Council endorsed the following recommendations:

- The Council endorsed the recommendations for the process and timescales to fill three vacancies on the Council, with the aim of making recommendations to the national appointment committee in July;
- Council confirmed the decisions to advertise widely but also specific individuals and groups as outlined in the minutes of the meeting;
- The Council endorsed the membership of the sift and interview panels;
- The Council agreed that Chris Woodcock should join the Search Committee.

259.3      Council were also supplied with a form to provide the Council Secretary with any recommendations for Council member so

she can send them an application pack. It was highlighted to council that any recommendations made would be sifted and interviewed within the Nolan guidelines and also as stated within the National Policy.

**260      Any other business**

260.1      Claire Humphrey brought to the attention of Council members a promoting race equality in FE workshop which would take place on 25 May, and for any Council members interested in attending to let her know. Claire write a letter to all Council members with further information.

**ACTION: CH**

**261      Date of next meeting**

261.1      The next Council meeting would take place on Tuesday 6 July 2004, at 16.00hrs at the Learning and Skills Council Greater Manchester, Arndale House, Arndale Centre.