

LEARNING AND SKILLS COUNCIL GREATER MANCHESTER

Minutes of the twentieth meeting of the LSC Greater Manchester Council held on Tuesday 02 March 2004, at Arndale House, Arndale Centre, at 16.00hrs

PRESENT:

Council Members: Anthony Goldstone (Chair), Rachael Charlton, Liz Davis (Executive Director – ED), Richard Guy, Richard Hurst, Alan Manning, Michele Sutton and Mollie Temple.

Observers: Linda Tomlinson, Fiona Mellett, Nigel Burke

In attendance: Jane Bracewell, Director of Strategy and Quality (DSQ), Andrew Harrison, Director of Finance and Corporate Services (DFCS), Ian Lever, Director of External Relations (DER), Debra Woodruff, Director of Operations (DO), John Korzeniewski, Regional Director (RD), Sue Bain, Area Manager for Manchester (for agenda item 4), Chris Rogan, Director of ASP (Alliance for Skills and Productivity), North West Development Agency (for agenda item 3)

Council Secretary Christine Rudge

APOLOGIES

Council Members: Pauline Green, Abdul Jabbar, John Merry, David Page, Kath Rigby and Chris Woodcock.

The chair welcomed everyone to the meeting.

Chair commenced the meeting by expressing a special thank you to Jean Johnson, Clerk to the Council who retired from the LSC. Chair introduced Christine Rudge who would be taking over as Council Secretary.

Chair introduced Sue Bain, Area Manager for Manchester, and welcomed Chris Rogan, Director of ASP at North West Development Agency, who would be giving a presentation on ASP.

Chair welcomed John Korzeniewski and invited him to comment on the role of Regional Director. RD stated that, in addition to developing regional partnerships, his role was primarily to support the work of local council. It was agreed that council would receive regular reports on the work of the Regional Board.

ACTION: Chair/ Council Secretary

235. Minutes of 13 January Meeting

The minutes of the 13 January 2004 meeting were accepted as an accurate record and signed.

236. Matters Paper 17/2004 – Matters arising

236.1 Introduction - Chair, with ED, to seek Chair for Search Committee for Council approval

Chair informed Council that Rachael Charlton had agreed to take over as chair of the Search Committee following David Seddon's retirement. Council approved this.

ACTION: ED / CHAIR

236.2 M.221.1 – Council Members to let Clerk know when they would be visiting SkillCity

Action cleared. SkillCity had been a very successful event, and the video used by SkillCity had extremely positive feedback. It was hoped that such material would be used at future events.

236.3 M.222.2 – Council Members to contact Ruth Wheatley if they wanted to attend Bolton Area Review

Action cleared. The Chair requested progress reports on this at future meetings

236.4 M222.3 – Director of External Relations to report on ASP Business Pan to March Meeting

A copy of this report was available at the Council meeting. If anyone should require a copy, then they should contact Christine Rudge.

236.5 M.220. page 2 – ED to report on progress on annual plan to March Meeting

See agenda item 7

236.6 M223.5, page 3 – Stockport Area Team and Success for All Theme Project Manager to take forward actions coming out of the Stockport Preliminary Review

Ongoing

236.7 M226.3, page 5 – Debra Woodruff/ Chair Adult Learning Committee to take forward changes in arrangements for delivery of IAG

Due to Pauline Green's resignation from the Adult Learning Committee, a new Chair was required. Anthony Goldstone had agreed to undertake this post for the time being, however it was hoped that another member of council would undertake this role.

ACTION : Chair/ DW

237. Paper17/2004 Update on Alliance for Skills and Productivity (ASP)

237.1 Chris gave a presentation on the work of the ASP. There was a discussion about what would be different as a result of the ASP and what it would mean for businesses, especially SMEs.

They discussed the cost of creating an "intelligent" website and suggested that this could cost £millions.

Chair thanked Chris Rogan for his presentation.

238 Paper18/2004 Manchester Area Presentation

238.1 Sue Bain, Area Manager for Manchester gave a presentation on the work of the Manchester Area Team. The presentation focused on the background of the economic, education and training, context and infrastructure in the Manchester Area. A copy of the presentation is attached to the minutes

238.2 It was suggested that Job Centre Plus needed to work closely with the for the Manchester Team and that the LSC and Job Centre Plus needed to be looking for collaboration on use of the training budgets for Manchester. Sue Bain confirmed that this was being developed.

238.3 Sue Bain reported that there would be a 14-19 launch event on 12 March 2004 at 10.00hrs to 11.30hrs with the City of Manchester Stadium being the venue. Council members were invited to attend.

238.4 Chair thanked Sue Bain for the presentation and asked for an update on any further developments at future council meetings.

239 Paper 19/2004 Entry to Employment (E2E)

- 239.1 DW reported on the position on E2E
- 239.2 There had been 2000 starts since the launch of E2E at LSCGM and it was essential to ensure that quality was maintained as well as quantity.
- 239.3 There were major issues of provider staff development which were being addressed.
- 239.4 The first E2E Conference was to take place on 10 March 2004, which would involve all Greater Manchester partners and providers along with colleges and would be a good opportunity to receive input on the E2E developments to date.
- 239.5 It was agreed that the Young Peoples Learning Committee should review performance on E2E and agree appropriate action if progression from E2E is lower than anticipated.
- 239.6 If demand for E2E exceeded the available places this could be managed through virement, although this could restrict the potential to fund WBL provision for those aged 22+. Greater Manchester could also make a case for additional funding through the Regional Director and from National Office if necessary, although most offices were exceeded budgets and there was an expectation that local LCSs managed E2E within overall budget allocations.
- 239.7 Chair asked for the issue of balance between E2E and post 22 WBL to be brought back to council if this arose.
ACTION: DW
- 239.8 The chair commented that the general public should be made more widely aware of E2E.
ACTION – DW to look into publicising the programme.

240 Paper 20/2004 – Centre of Vocational Excellence : Strategy and Future Rounds

- 240.1 DER reported to Council that several of the CoVES reported as under development in his report had now achieved first CoVE recognition, and that Tangerine (the PR company for the LSC) were ensuring that this was publicised.
- 240.2 The delivery of CoVEs would have a significant impact of the skills strategy in the region.

241 Paper 21/2004 – LSC Greater Manchester Annual Business Plan 2004 – 2005

- 241.1 The draft annual business plan was completed and all North West LSCs had presented the plan to Mark Haysom.
- 241.2 It was reported that the local LSC targets were consistent with both regional and national targets.
- 241.3 The final business plan was to be submitted for approval to National Council by the end of March. The plan will then be published on the LSC website.
- 241.4 Council agreed to:
1. Delegate to the ED responsibility for any further minor changes.
 2. Agree the proposed actions within the circulated paper to which the council will make significant contribution

ACTION: ED

242 Paper 22/2004 – Executive Director's report

- 241.1 The Council received the ED's report
- 241.2 ED reported that approximately one in three roles would be affected by the reshaping exercise at National Office. This aim was to make the National Office work more effectively and provide better support to local LSC's.
- 241.3 The ED reported that two out of the 13 colleges nationally to receive the Beacon Status were from the Greater Manchester area. Loreto and Holy Cross colleges both received the awards in February 2004.
- 241.4 The ED also informed the Council of an important development of the LSC core business cycle. Please see attached for a copy of the cycle. Implementing this cycle will give the LSC with a more strategic relationship with providers.

242 Paper 23/2004 – Chairs report

- 242.1 Council received paper 23/2004 Chairs reports
- 242.2 Chair highlighted to the Council that the North West Council away day was to take place on 21 May 2004 at the Low Wood Hotel, in the Lake District.

242.3 Paper 24/2004 – Finance Director's Report

- 242.4 Paper 24/2004 – Finance Director's Report was received by the council

243 Paper 25/2004 – Capital Committee Minutes

243.1 Council received the paper and the decisions of the Committee were endorsed by the Council.

243.2 The Capital Committee reviewed Pendleton College's capital submission. The submission requested 35% funding. It had been reported that the National Capital Committee were likely to only agree 30 % funding. This was due to the college having no reserves. If the college did not receive the 35% it would put the college into a high risk – category 'c' financial group.

243.3 It was decided that the DFS would meet with Pendleton College to discuss their capital submission and to assist them in building a stronger case.

ACTION: DFS

243.4 Chair and the ED reported that they would be meeting with St John Rigby College to discuss their capital submission in the context of the wider strategy for Wigan and Leigh.

244 Paper 26/2004 – Notes from the (StAR) Stakeholder Advisory Group meeting held on 24 February 2004

244.1 Rachael Charlton had chaired the above meeting due to Chris Woodcock giving his apologies. The meeting was very positive with positive feedback from reviews in both Stockport and Bolton.

244.2 Members had nominated two additional members to join the Adult Learning Committee to oversee the adult and adult learning review.

244.3 Members had reinforced the need to communicate the progress on the StAR to all stakeholders and especially learners.

245 Any other business

245.1 Chair expressed his thanks to Alan Manning whose term on council had expired and therefore was his last council meeting. A nomination for a representative was being sought from NWDA.

245.2 Council agreed that either the chair of ED would be nominated as long member of Manchester University Assembly.

ACTION: ED

246 Date of next meeting

Tuesday 11 May 2004