

Minutes



Leading learning and skills

Minutes of meeting

Date	5 July 2005
Subject	Council Meeting
Location	South Trafford College
Time	16.00hrs
LSC office	Greater Manchester
Publication intent	Internal

Present

David A Page MBE (Interim Chair)
Richard Guy
Maggi Harris
Abdul Jabbar
John Korzeniewski
Ray Short
David Tomlinson
Chris Woodcock

In attendance

Fiona Mellett
Hannah Roberts

LSC staff

Jane Bracewell
Chris Cherry
Julia Dowd
John Rawsthorne
Julian Roberts
Christine Rudge
Nicola Scott

Apologies

Apologies have been received from:

Nigel Burke
Steve Dunmore
Sarah Firth
Lindsey Harman
Councillor Richard Leese
Councillor John Merry
Mike O'Hare
Mollie Temple

Item 1. Welcome and introductions

1.1 DP welcomed JRo and NS to the meeting. JRo had been working jointly with the LSC and Manchester Enterprises (ME) to look at joint working between the two

organisations. JRo told the Council it was expected that he would report his findings a joint LSC/ME meeting scheduled in September. NS had been seconded from LSC Surrey for a year as Interim Director of Adult Learning, focusing on the joint agenda for adults and community learning.

Item 2. Minutes of last meeting

- 2.1 The minutes of the last meeting were accepted as a true and accurate record.

Item 3. Matters arising

- 3.1 Council members enquired whether it would be possible to access the Performance Scorecard from an external source – no further update from National Office.
- 3.2 Council requested a summary of key targets be circulated – covered in paper 26/2005.
- 3.3 Feedback in writing about the merger recommendation to Stockport College of Further and Higher Education and North Area College – cleared. JB reported that the 'white file' had been submitted to the Secretary of State for Education and that it was expected that a decision would be made by the middle of August.
- 3.4 Produce a proposal for an equality and diversity committee to be brought to the Council meeting on 05 July – JK reported that he wished to delay this proposal until Autumn, following the publication of LSC Race Equality Scheme.

Action: CR to add to agenda in September

- 3.5 Lead directors to contact chairs of committees to arrange the first meetings – DP requested that all first meetings of committees to be held prior to the next Council meeting.

Item 4. Local Intervention and Development Fund Allocation Strategy 2005-06

- 4.1 Council were presented paper 24/2005. JB explained that the Local Intervention and Development Fund (LIDF) is a flexible fund available to assist the LSC in transforming local delivery and raising standards.
- 4.2 JB reported that funding for some priorities (e.g. 14-19) had been distributed by local authority area where as other priorities (e.g. development of skills provision) there was one allocation to be used by the relevant sector wherever needed across the area.
- 4.3 Council members could access a full breakdown of allocations from JB if required.

Action: Council members to contact JB for a breakdown if required

Decision: Council ratified the proposed Local Intervention and Development Fund Allocation priorities and budgets for 2005-06.

Item 5. Agreeing Key Measures of Performance and Impact

- 5.1 Council received paper 25/2005 which outlined key measure of performance and impact from the performance scorecard. The key measures discussed were 16-18 participation, numbers completing a full apprenticeship (PSA1 Target), adult skills – Level 2 and 3 entitlement, basic skills, Apprenticeship starts in public sector organisations, success rates and internal sickness absence records.
- 5.2 The Council expressed their thanks to JR for the information and that it was well presented.

- 5.3 JR informed the Council that as well as the information given in the paper they would also be provided with updates of anything that is going well or not well, and that more in-depth information would be given at committee meetings.

Decision: The Council agreed that the adoption of the key measures as the main way of measuring performance/impact.

Decision: The Council agreed to a quarterly progress reporting cycle of the key measures to the Executive Team and the Council.

Action: JR to provide quarterly reports

Item 6. Work Based Learning Review in Greater Manchester – progress report

- 6.1 Council received paper 26/2005 which was an update from the last meeting. CC reported that this was work in progress.
- 6.2 CC reported that talks were underway with providers for 2005/06 about programme-led pathways.
- 6.3 JD reiterated to Council that the LSC had a responsibility to ensure that a place would be available for all young people up to the age of 19. Each local authority is developing a 14-19 prospectus. They will identify all choices available to young people. Education Maintenance Allowances were also available to young people, dependant on their personal situation, to encourage young people to stay in education post 16.

Item 7. Performance Update – Success Rates in Further Education

- 7.1 Council received paper 27/2005, which provided Council with an update on local performance against the target measure level 2 and level 3 achievement for young people and adults, in particular the performance driver success rates in further education in 2003/04.
- 7.2 JB informed the Council that analysis indicated that in 2003/04 success rates in provision in Greater Manchester:
- Increased overall by 4% above 2002/03
 - Increased at or above planned levels
 - Were at, or above, comparable high-level national averages
- 7.3 JD informed the Council that a global figure for Greater Manchester colleges and schools could be made available. If Council members required this information they should contact JD directly.

Action: Council members to contact JD if information is required

Item 8. Update on 2005/06 Mainstream Funding

- 8.1 Council received paper 28/2005 which provided council with an update on the allocation of mainstream funding for the academic year 2005/06.
- 8.2 JB informed the Council that a comparison of funding rates per learner and 'value added' could be provided/ This would cover school and college provision. Council requested that this be made available for the next meeting.

Action: CR to note for the agenda

- 8.3 The Council held a discussion surrounding the possibility of publishing these figures to ensure transparency, it was decided that the figures could be published on the LSC website.
- 8.4 Council referred to Appendix 1 of the Annex to the paper which indicated which FE colleges had received increased funding and which had received reduced funding. The remainder of the funds had been reallocated into the regional pot. The remaining funds would be used to enhance the 2005/06 performance and would be allocated throughout the north west as required. JK assured the Council that the five north west local LSCs would be treated fairly.
- 8.5 The Council were referred to Appendix 4 to the Annex which gave figures for the Adult and Community Learning Funding 2005/06.

RH left the meeting at this point.

Item 9. Council Appointments

- 9.1 Council received paper 29/2005 which outlined the recruitment timetable for new members and the chair position.
- 9.2 Council members were also provided with a draft advertisement for the posts and asked that comments be sent to JR as soon as possible.

Action: Council members to send comments

- 9.3 The Council said that they felt the advert should be 'eye catching' to ensure it was noticed by potential applicants. The requested that instead of asking for a senior executive should ask for a 'person of considerable experience'.
- 9.4 The Council felt that the recruitment should focus on obtaining a more diverse membership of the local Council.

Item 10. Minutes of Audit Committee held on 07 June 2005

- 10.1 The Council received paper 30/2005. This paper was for information only.

Item 11. Any other business

- 11.1 DP reported that he had presented the Volunteer Award at the Adult Learner Awards held on 19 May 2005.
- 11.2 DP had attended the national Chairs Day on 5 and 6 June. He reported that the day had focused on leadership and assured the local Council that Chris Banks supported the work of all local Councils.
- 11.3 JK reported that he and DP had attended a meal with RG and the chair of Manchester Enterprises to discuss the relationship. It was expected that there would be a joint board meeting in the future.
- 11.4 The next meeting of the Council will take place on 06 September, and be held at Pendleton College.

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Meeting chair David A Page MBE
Minute taker Christine Rudge
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