

**COMMERCIAL IN CONFIDENCE**

**MINUTE NUMBER 03/317 TO 03/328**

**MINUTES OF THE  
GREATER MERSEYSIDE LEARNING AND SKILLS COUNCIL MEETING OF  
16 SEPTEMBER 2003  
AT TITHEBARN HOUSE, LIVERPOOL**

**PRESENT:** Roger Hoyle (Chair), Paul Holme (Executive Director),  
Gordon Burns, Martin Carey, Claire Dove, George Sweeney, Maureen  
Williams, Kath Boullen, Richard Marbrow, John Swain, Phil Round

**OBSERVERS:** Mike Scott (Jobcentre Plus), Nigel Burke (GONW)

**IN ATTENDANCE:** Elaine Bowker, Rob Burn, Richard Merritt, Bob Cooney and Vicky  
Sinclair (Council Support)

**APOLOGIES:** David Atkin, Sue Carmichael, John Firr, Heather Hardcastle, Geoffrey  
Piper

**OBSERVERS**

**APOLOGIES:** Adele Cauldwell (GME), Kieran Gordon (GM Connexions)

**IN ATTENDANCE**

**APOLOGIES:** Sue Wood

**03/318 CHAIRMAN'S OPENING REMARKS**

The Chair welcomed Phil Round to his first Meeting as a Council Member, he also welcomed Mike Scott, attending from Jobcentre Plus, recently appointed District Manager. The Chair advised Council Members of a recent meeting he had attended between Bryan Sanderson and other local Chairs on regional issues. Members noted the comments made at the meeting by Chairs on local issues and the proposal to meet on a more regular basis. The Chair also mentioned the forthcoming National Chairs' Day on 1 October, reports of the meeting would be given to Council Members.

Members noted receipt of the letter from Bryan Sanderson confirming a simpler process for Council Member appointments.

**03/319 MINUTES OF THE MEETING OF 30 JULY**

The Minutes were AGREED subject to the amendment to Maureen Williams' position as Visiting Professor of Governance and Honorary Fellow of Liverpool John Moores University.

**03/320 SUMMARY OF THE MEETING OF 30 JULY**

The Summary was AGREED subject to the same amendment as the minutes.

**03/321 MATTERS ARISING**

There were no matters arising.

**03/322 STRATEGIC AREA REVIEWS (StARS)**

Dave Brennan presented the paper.

There was full discussion on the principles identified for each strategic objectives. Members identified and discussed any gaps, including:

- Non-economically active learners and social inclusion issues
- Development of provision should be based primarily on quality not cost
- Greater stress should be placed on wealth generation strategies to improve the GDP of Merseyside as a whole.

Members AGREED that these issues be covered in the document.

Members noted the likely future decisions that need to be taken as an integral part of the consultation process.

Members AGREED that communication needed to be targeted more precisely at the following stakeholders:

- Local Authorities (inclusive of the Local Education Authorities) as a whole entity
- Student bodies and learners' representative groups
- Parliamentarians as a group particularly members of the House of Lords and MEPs
- Employers and SMEs
- Parents

Members noted that the LSCGM website needed to be developed to ensure its fitness for purpose.

Members noted the Executive would consider the Code of Conduct on consultation issued by the Cabinet Office on good practice in relation to hard to reach groups.

### **03/323 BUDGETS AND PERFORMANCE**

Members noted:

- A Performance Digest report would be issued on a quarterly basis in future
- Management Information staff recruitment was taking place
- That the LSC finances were under control with forecasts that annual allocations would not be exceeded
- National monitoring shows a good performance in comparison with other local offices
- Local monitoring demonstrated that LSCGM had approached expected levels of performance in Work Based Learning (WBL)
- Local monitoring of co-financing and discretionary project activity to ensure a successful outturn.

Members noted the format of the paper and AGREED that it was helpfully presented, noting further refinements to be made in future.

### **03/324 RESHAPING THE LSC**

The Executive Director gave a brief presentation members noted the implications for the organisation in the future. There was a discussion on the impact of the Reshaping agenda on staff and the local Council in the regional context.

Members noted this national work to communicate issues to partners. Members AGREED that regular updates were required.

### **03/325 EXECUTIVE DIRECTOR'S REPORT**

Members noted the Report presented by the Executive Director in particular the following issues were highlighted:

#### **Honours Nominations**

Members were asked to advise the Executive Director of any nominations to be considered for a Queens Birthday or New Year's Honour in the coming weeks.

#### **November Awayday**

Members AGREED that the Awayday would commence at 3.00pm on 12 November and include Dinner with overnight stay if required but would not extend into the following day. Bryan Gray should be approached as a possible guest for the evening.

#### **College Companies**

George Sweeney, Phil Round and Claire Dove declared an interest in this item.

Members AGREED to give approval to the continuation of companies involving Knowsley Associates (Knowsley Community College) and Waterside Training (St Helens College).

Members further AGREED to give approval to the continuation of other companies operated by St Helens College recognising the closure plans for Business Skills (St Helens) Ltd and Belldale Ltd.

#### **Sefton Area Wide Inspection Plan**

Members AGREED that delegated signatory authority be given to the Chair and Executive Director and noted that Council Members would be welcome to meetings to discuss the issue.

#### **Discretionary Funding**

Members AGREED that authority be delegated to the Chair and Executive Director as required. Council members wishing to attend meetings at which projects to be discussed would be most welcome.

### **03/326 FEEDBACK FROM ADVISORY COMMITTEES**

Members noted that there would be a meeting of the Young Peoples' Advisory Group on 23 September 2003 and that Minutes from the Workforce Development and Adult Advisory Committees would be circulated once finalised.

#### **Audit, Quality and Performance**

Members noted that as Geoffrey Piper would not be seeking reappointment after his term expires in November 2003 a new Chair for the Group would be sought. Members also noted the recent good audit report (Grade 2) from National Office.

**03/327            UPDATES FROM OBSERVER ORGANISATIONS**

**GONW**

Members noted the update from Nigel Burke for information and requested further information on the Learning Communities initiative.

**Jobcentre Plus**

Members noted the report on Jobcentre Plus roll out from Mike Scott. Members discussed the need to consider the different lifestyles of learners in marketing practice.

**03/328            DATE AND TIME OF NEXT MEETING**

The next Meeting would be the Council Workshop at 3.00pm on 12 November 2003. Venue to be confirmed.