

**COMMERCIAL IN CONFIDENCE**

**MINUTE NUMBER 04/352 TO 04/364**

**MINUTES OF THE LEARNING AND SKILLS COUNCIL GREATER MERSEYSIDE  
MEETING OF 4 FEBRUARY 2004**

**PRESENT:** Roger Hoyle (Chair), Paul Holme (Executive Director), Heather Akehurst, David Atkin, Kath Boullen, Gordon Burns, Dr Martin Carey, Sue Carmichael, Claire Dove MBE, John Firr, Richard Marbrow, Phil Round, John Swain, Dr Maureen Williams

**APOLOGIES:** Sir George Sweeney

**OBSERVERS:** Dave Howard (GM Connexions), Jayne Wylde (GONW), Peter Redmond (GME), Mike Scott (Jobcentre Plus)

**IN ATTENDANCE:** Sue Wood, Dave Brennan, Elaine Bowker, Rob Burn, Bob Cooney and Vicky Sinclair (Council Support).

**APOLOGIES:** Richard Merritt

**04/353 CHAIRMAN'S OPENING REMARKS**

The Chair welcomed Members to the first full Council Meeting of 2004 and the first of the new Meeting cycle for LSCGM. The Chair also introduced the agenda for the meeting highlighting major items for discussion. Chris Rogan, Board Member at the Alliance of Skills and Productivity, was welcomed to the meeting.

Members noted that they would be contacted shortly to confirm arrangements for regular meetings with the Chair in the coming year to discuss current issues and challenges for the organisation. This would result in two one to one meetings annually.

The Chair updated Members on external meetings he had attended since the last Council Meeting including:

John Korzeniewski, new NW LSC Regional Director, attended the last NW Chairs and EDs Meeting which was very constructive. Members were advised that the structure of the new Regional LSC Board was discussed and it was agreed that NW EDs and Chairs would make up the Board along with John Korzeniewski, which would be chaired by Anthony Goldstone for the first twelve months.

The Secretary of State for Education and Skills had visited the sub-region. Special praise was aimed at how employers and agencies were working together to improve the economic growth of the region.

**04/354 MINUTES OF THE MEETING 16 DECEMBER 2003**

The minutes were agreed as a true and accurate record and signed by the Chair.

**04/355 SUMMARY OF THE MEETING OF 16 DECEMBER 2003**

The summary was agreed as a true and accurate record of the meeting.

**04/356 MATTERS ARISING**

There were no matters arising.

**04/357 ALLIANCE FOR SKILLS AND PRODUCTIVITY (ASP)**

The Chair introduced and again welcomed Chris Rogan to the meeting. Chris gave members a presentation on the work and plans for ASP covering their agenda and the close linkages with the work of LSCGM.

Martin Carey arrived at this point.

The presentation was followed by question and answers. The Chair thanked Chris on behalf of members for a thorough and in depth view of the progress and work of ASP. AGREED to ask Chris to return to a future meeting to provide a progress update.

**04/358 ANNUAL PLAN**

Members noted the update from Dave Brennan from the discussion at the previous Meeting. Key changes were highlighted from the paper and comments invited on the final draft of the Plan. Members were advised that the draft plan had been well received by Mark Haysom.

Members raised concern as to the emphasis placed on the use of averages in setting targets and the specific wording of the Equal Opportunities statement. Members were advised that both protocols were based on templates set by National Office and that concerns would be raised as appropriate.

Members discussed key points from the Plan and AGREED to:

- approve the indicative Annual Plan
- note the new regional arrangements and timescales for production.

**04/359 AREA WIDE INSPECTION**

Elaine Bowker presented the paper for discussion and gave a borough by borough report on progress, highlighting a change to timescales in St Helens which had been brought about since the paper had been produced. Members were advised that this alteration would not impact on the delivery of StARS work currently underway.

Members discussed the impact that changing timescales of national programmes had on the work within boroughs, the possibility of raising the matter should the new timescales be questioned by National Office or Government was discussed. Members also stressed the importance of exchange of ideas and best practice across the six boroughs.

Members noted LSCGM's strategy to date has been to work closely in partnership and consultation with each of the six Local Education Authorities.

Members AGREED to:

- note the content of the report
- note the comment and progress to date in implementing AWI Action Plans
- the consultation process and the associated timescales.

#### **04/360 EXECUTIVE DIRECTORS REPORT**

Members AGREED the appointment of Heather Akehurst to Chair of the Quality, Audit and Performance Advisory Committee.

Members noted that John Korzeneiwski had been invited by the Chair to attend a Council Meeting and were given an update on the ongoing Council Member appointment.

Paul Holme introduced the paper for discussion, highlighting key areas for Council discussion. Members particularly noted:

- Update on re-structuring at Director level at National Office
- Update on local restructuring
- The formal confirmation and award to LSCGM of liP status. Members were advised that there would be an opportunity for this to be celebrated by staff over the coming months
- The success of the recent Festival of Skills event
- The launch of the National Employer Survey which had received national publicity
- That LSCGM were charged to set up and chair a strategic body for Adult Information Advice and Guidance. Members noted that Paul was to meet with Kieran Gordon to discuss plans in the coming week
- Members were invited to advise Council Support if they would like to attend the planned Staff Awayday on 1 April 2004, details would be circulated in the coming weeks
- Members were invited to attend a Voluntary and Community Sector Event and that information would be circulated by Council Support in the coming week.

#### **04/361 UPDATES FROM ADVISORY COMMITTEES**

##### **Performance, Quality and Audit Advisory Committee**

There had not been a meeting of the group since the last Council Meeting.

##### **Young Peoples' Advisory Committee**

There had not been a meeting of the group since the last Council Meeting.

## **Adult Advisory Committee**

Members noted that dates for future meetings of the Committee were yet to be confirmed.

## **Workforce Development Advisory Committee**

John Firr updated Members on the last meeting of the group, requesting that Members advise Chairs, or co-ordinating Director, of any apologies as a matter of course to ensure groups are quorate. The Chair also stressed the importance of this. Members were advised that the Skills Work Initiative had been generating very good results and requested that staff be thanked for their work and efforts in the co-ordination of the scheme.

## **04/362            UPDATES FROM OBSERVER ORGANISATIONS**

### **Government Office for the North West**

Members noted the verbal update from GONW, including:

- progress reports on Learning Communities
- Restructuring at DfES
- Secretary of State's visit, which reflected the government's interest in the regional agenda. It was felt that Merseyside had made a good start.

### **Greater Merseyside Connexions**

Members noted the written update and recent success. Concern was raised at the poor progression over Equal Opportunities targets.

### **Jobcentre Plus**

Members noted the verbal update on the roll out of centres and update on the extension to the work in Employment Zones.

## **04/363            ANY OTHER BUSINESS**

Members noted the planned awareness raising sessions for Equal Opportunities and that 2004 was the 10<sup>th</sup> Anniversary of the Year of the Family, members were asked for any ideas as to how LSCGM could contribute to the year's events.

## **04/364            DATE AND TIME OF NEXT MEETING**

The next meeting would take place on 20 April in Tithebarn House at 4.00pm.