

**COMMERCIAL IN CONFIDENCE**

**MINUTE NUMBER 03/308 TO 03/317**

**MINUTES OF THE  
GREATER MERSEYSIDE LEARNING AND SKILLS COUNCIL MEETING  
OF 30 JULY 2003  
AT TITHEBARN HOUSE, LIVERPOOL**

**PRESENT:** Roger Hoyle (Chair), Paul Holme (Executive Director), Gordon Burns, Martin Carey, Sue Carmichael, Claire Dove, John Firr, Heather Hardcastle, Geoffrey Piper, George Sweeney, Maureen Williams

**APOLOGIES:** David Atkin, Kath Boullen, Richard Marbrow, John Swain

**OBSERVERS:** George Maguire (Jobcentre Plus), Jayne Wylde (On behalf of Nigel Burke, GONW), Adele Couldwell (On behalf of Peter Fletcher, GME), Kieran Gordon (GM Connexions)

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

**03/308 CHAIR'S OPENING REMARKS**

The Chair welcomed Members and also Jayne Wylde (GONW) and Adele Couldwell (GME) attending as Observers in place of Nigel Burke and Peter Fletcher. Congratulations were conveyed to Maureen Williams on her recent Visiting Professor of Governance and Honorary Fellow at Liverpool John Moores University. Members also welcomed Claire Dove back from her recent honeymoon.

Members were given brief feedback on the recent successful launch of the National Skills Strategy document in Manchester attended by the Chair and Richard Merritt. Members noted that this and other recent developments in the NWDA Pilot, now entitled the Alliance for Skills and Productivity (ASP), would be discussed in full later.

**03/309 MINUTES AND SUMMARY OF THE MEETING OF 25 JUNE 2003**

The Minutes and Summary were **AGREED** and signed by the Chair as a true and accurate record.

**03/310 MATTERS ARISING  
[03/299 NWDA / SBS / LSC PILOT]**

Members were advised that the Executive Director had written to the NWDA as agreed at the Meeting of 25 June regarding proposed Board arrangements.

### **03/311                      ADULT SKILLS**

Richard Merritt gave a presentation on the impact of the Government's Skills Strategy in Dave Brennan's absence. Members noted the presentation summarising the key themes and issues for LSCGM, especially the key role to be taken by the LSC in delivering the Strategy.

Members noted the action already initiated locally and that the ASP is complementary to the White Paper.

(Sir George Sweeney arrived at this point).

Discussion followed on the ASP Board and its governance arrangements. Members were advised that the responsibility of the Board would focus on strategic direction, tracking and monitoring performance and to ensure balance in contributions from partners. It was felt that this would encourage greater collaboration between LSCs and the SBS both across the sectors and geographically within the North West.

The strategy was discussed in more detail and its impact on forecasting the needs of employers, changes needed in the way that employers and providers function, the flexibility required in funding methodology and the links with current LSC initiatives.

Members recognised the importance of the Strategy to the future of LSC objectives and the opportunities afforded for change.

George Maguire offered the assistance of Jobcentre Plus, as a partner in the Strategy.

The Chair thanked Richard Merritt for the presentation and Members noted the nature of the work to follow.

### **03/312                      ENTRY TO EMPLOYMENT (E2E)**

Elaine Bowker updated Members on issues relating to the E2E initiative and on progress to date.

Council noted the main points of the initiative include:

- general principles of the E2E programme
- contribution that the programme will make to LSC objectives and targets – especially improving retention, progression and ultimately achievement amongst learners in the target cohort

- allocations made to the LSCGM regarding E2E
- innovative contracting adopted to help ensure that the programme meets the needs of the targeted cohort.
- ambitious targets required
  - innovative and collaborative work undertaken with Connexions, cemented with a seconded member of staff at LSCGM and that this local relationship had been used as a model of good practice nationally.

Members supported the implementation of the initiative and looked forward to update future updates on its impact.

### **03/313 EXECUTIVE DIRECTORS REPORT**

Members noted the report as presented by Paul Holme in particular:

#### **Audit and Assurance**

Congratulations to the Finance Team on receiving a Grade 1 (highest) score in a recent audit from National Office Audit and Assurance systems.

#### **Modern Apprenticeship (MA) Awards**

MA Awards Events had been held across the area over the previous weeks, final event to take place at Crowne Plaza on 31 July.

#### **AWI Action Plans**

Members noted the agreement of the new Minister of State, Alan Johnson, to the submission of the St Helens Action Plan without amendment and also with the Wirral Action Plan. It was **AGREED** that this had been a success as Council had formally agreed both plans prior to submission.

#### **StAR**

Noted that the StAR Action Plan was subject to revision and would be circulated to Members on completion

#### **Liverpool Community College**

Members were advised that a Sub Group meeting would be required to consider the College's capital development proposal. To ensure time scales for submission to a National Capital Committee without delay, Members were asked to advise Bob Cooney if they could attend a special 30 minute meeting on 12 August (two Members required in addition to the Chair and Executive Director).

#### **HR Issues**

Sue Wood updated Members on the current ethnic make up of staff locally as requested by Council at the May Workshop.

It was **AGREED** that Sue Wood would explore local issues with the Chair of the Equal Opportunities and Social Inclusion Advisory Committee with the possibility of HR having a presence at future meetings. It was further **AGREED** that Council needs to engage proactively with National Office to ensure that local recommendations reflect on the National agenda.

**03/314**

### **UPDATES FROM ADVISORY COMMITTEES**

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

No meeting had taken place since that last full Council Meeting in June.

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

Members were advised of the difficulty in arranging meetings due to pressure on members' diaries. It was **AGREED** that alternative methods of communicating should be considered and used where possible.

#### **Equal Opportunities and Social Inclusion Advisory Group**

Sue Carmichael updated Members on an informal meeting of the group which had taken place prior to the Council Meeting. The Group will undertake a review of their work and impact against local Strategic Objectives.

#### **Workforce Development Advisory Committee**

There was no update available from this Committee as no meeting had taken place since the Council had last met.

**03/315**

### **UPDATES FROM OBSERVER ORGANISATIONS**

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

Members were advised of the work underway on Learning Communities initiative and the implications it would have on the National Skills Strategy. Members were further advised of the implications of the forthcoming Children at Risk Green Paper.

Council noted that the Local Strategic Partnerships Performance Management Framework will see a more defined process for making a difference at regional level.

#### **Greater Merseyside Connexions**

Members noted the update paper provided and the impact on trends as a direct result of changes in monitoring methodology with young people, indicated by Connexions nationally.

(John Firr left the Meeting at this point).

#### **Greater Merseyside Enterprises**

Members noted the paper provided for information and the successes achieved in bringing on board third party brokers for liP activity.

#### **Jobcentre Plus**

Members noted the appointment of Mike Scott as Liverpool Area Manager and that Mike would attend future Council Meetings as Jobcentre Plus Observer.

**03/316 ANY OTHER BUSINESS**

There was a short discussion of the recent announcement of the possibility of a re-branding of Merseyside to highlight the impact of Liverpool as a global brand.

**03/317 DATE AND TIME OF NEXT MEETING**

The next Meeting would take place on 16 September at 4.00pm at Tithebarn House, Tithebarn Street, Liverpool.