

**Lancashire Executive Forum Meeting**  
7<sup>th</sup> October 2015 at Preston's College

**Present:** Raeleen Duthoit, (LWBLEF), Jane Clarke (LWBLEF), Lisa Bloomfield (Training 2000), Pam Mallabourn (NLTG), Tim Cutler (Runshaw College), Hannah Cutler (Themis at Burnley College), Jackie Tomson (RWP Training Ltd.), Mark Rowlands (LearnDirect), Jill Nelson (Lancaster Training Services), Alison Humphreys (Preston's College), Claire Shore (Blackburn College), Kim Chambers (Blackpool and the Fylde College), David Wiseman (Nelson and Colne College / TLC), Rob Garside (Intraining), John Cramphorn (JTL), Anita Dale (GP Skills Training), Ann Gibbons (GP Skills Training), Linda Taylor (Via Training), Andrea Gardner (Myerscough College).

**Apologies:** Lisa Rutter (Intraining), Keith Tidmarsh (Springfields), Sandra Martland (Blackburn College). Tamsin Deasey (Accrington & Rossendale College), Tracy Landon (Accrington & Rossendale College)

**1 Guest speaker Iain Logan – Careers Inspiration Co-ordinator for Lancashire.**

See Iain's PowerPoint presentation on the Forum Website.

Iain's talk covered his role including the promotion of the National Careers Service, consultancy, to continue the professional development of (Careers) Teachers especially around the Priority Growth Areas so that they know where the jobs will be in the future and the skills and qualifications required. Also his role is to add value to the school networks. There will be a "launch event" on 19<sup>th</sup> November at Preston North End to promote the Inspiration Agenda and the Growth Areas in Lancashire. Claire Shore added that there is a wealth of information that the Forum Members could give Iain regarding how to engage teachers effectively and the pupils in the Lancashire area (as many things have been tried in the past and not everything was effective). Claire mentioned that there could be merit in Iain learning what activities and programmes are delivered under the IAG theme with each of the Forum Members. A group email to be sent out to inform this knowledge.

**Actions**

JC to send a Sorted to Iain & members /organisations represented at the meeting. (Sent)

JC to facilitate group email for Iain. (Sent)

**Guest speaker Lorna Freakley – an independent consultant for the Education and Training Foundation.**

See Lorna's PowerPoint presentation on the Forum Website.

Lorna handed out details of the Apprenticeship Staff Support Programme Podcasts. Podcasts cover

- Vision and Progress to Date,
- Learning from Providers,
- Understanding the Changes to Assessment,
- The changing employer – provider conversation.

Resources produced by providers are available from [www.apprenticeship-staff-support.co.uk](http://www.apprenticeship-staff-support.co.uk)  
Latest standards and assessment plans – [www.gov.uk/further-education-skills/apprenticeships](http://www.gov.uk/further-education-skills/apprenticeships)  
Latest funding guidance – [www.gov.uk/government/organisations/skills-funding-agency](http://www.gov.uk/government/organisations/skills-funding-agency)

For Apprenticeship providers looking to feed into the funding development and testing contact: [trailblazerfundingenquiries@sfa.bis.gov.uk](mailto:trailblazerfundingenquiries@sfa.bis.gov.uk)

For Apprenticeship providers looking to feed into Trailblazer development of standards contact: [trailblazers@aoc.co.uk](mailto:trailblazers@aoc.co.uk)

Lorna agreed to relate Claire's concerns regarding keeping the podcasts up to date as standards and information seems to be changing regularly.

Lorna also agreed to pass on any questions and feedback the answers and will seek advice on the Maths and English issue in Standards and get back to Raeleen who can inform the group. The Chair moved forward the agenda at this stage to item 4.3 regarding the NWP Funding Reform / Trailblazer Event on 6<sup>th</sup> October so that Lorna could stay and have an input.

**4.3 NWP Funding Reform / Trailblazer Event on 6<sup>th</sup> October:**

The members that had attended the event shared their key findings although the situation does seem to be one of more questions than answers.

All the presentations from the Conference are available on the Forum Website in the member section under **NWP**.

Key learnings:

- Use the web links available – get involved with Trailblazers.
- Find out about the standards now.
- Start preparing development plans to go forward in your organisations
- Think about what this means for your organisation.
- There doesn't have to be a specific qualification.
- This could be an opportunity for the use of many sub-contractors.

- There is still some debate over English and Maths and whether this is functional skills or GCSE. This could vary from occupation to occupation – Lorna to clarify.
- However SFA fund Maths and English
- Think about getting involved with a Trailblazer to see what is involved regarding costing intelligence e.g. repeat examination costs.
- There are lots of sectors so don't rely on one champion especially if you deliver many sectors. Sectors vary greatly from one to another.
- There is a list of approved and ready Trailblazer Standards. Claire to send the link to Raeleen who can update the Forum.
- Beware as there could be more competition for your employers.
- Encourage staff to go onto list of approved assessors so as to get useful intelligence.
- Assessors have to be 'independent' but there seems to be no clear definition of what is classed as 'independent'. Independent appears to mean 'no vested interest'.
- There are big differences in the knowledge on Trailblazers between large and small employers. It appears to be down to Providers when working with their employers to keep them up to date with developments on the New Standards and what may be expected of them in the future.
- There are great differences in standards across the standards. E.g. some have pass, merit and distinction and others allocate a skills specific qualification (e.g. Qualified Wing Fitter).
- There are different caps in funding across the different Trailblazer Standards. Given that the Apprenticeship Levy details are still unknown Providers may have to seriously think about models of delivery.

CS to send link of the Standards to RD

Lorna would like to have a copy of the different presentations from the Conference and Raeleen agreed to send them to her.

RD to send documents from NWPN Conference to LF (Sent)

## 2 Minutes of the last meeting / matters arising:

3.1 RD set up Levy Consultation Meeting that made a response as an organisation but also to help others with their responses.

SJ brought up the issues regarding employer response with NWPN Board Meeting.

4.3 A small company was part of the NWPN Conference although it wasn't Padgetts.

4.5 A meeting is to convene on the 13.10.15 regarding Economies of Scale.

4.6 RD didn't send out the Sector Development Area findings as they are all available on the LEP website. This was mentioned in the Forum Bulletin.

5 Lisa hasn't yet attended the next Prevent / Safeguarding meeting which is next week.

Linda assisted Andrea with information regarding transition credits.

'Teaching GCSE Maths' course in December still has several places available. £100 for a 3 day course to be held at Training 2000. Via would like to take up one place.

Sam Mercer sent a response but it was the usual SFA update. The Board have asked for a letter to be drafted highlighting their disappointment with the SFA continued absence especially as other areas seem to be accessing information and have a more meaningful debate / discussion. The Forum doesn't seem to get the answers to not so difficult questions and the Directors feel that the Forum members should get more than an update. The Forum would like the opportunity to get into more detail on specific issues of concern.

## 3 Forum Member update / Discussions:

3.1 **Area Review** Raeleen went through a PowerPoint presentation on what is known so far about the Area Review. This will be placed on the website under the Forum Meeting for October.

There is a 34 page document that is worth pulling down to look at. (See Bulletin.)

Area Reviews don't necessarily follow LEP Boundaries. They are triggered by different factors for example financial viability, grades from Ofsted but all reviews to be completed by 2017.

Watching Manchester's Area Review will help preparation in Lancashire.

The slides from a Webinar that Raeleen attended last week has been put onto the Forum Website – under the October meeting.

3.2 **Apprenticeship Levy** – (All the details from this are in the Bulletin.)

3.3 **ESIF/ LESE – David Wiseman update.** The dates from the tenders keep slipping back. The amounts for each area are as follows over 3 years:

- NEET - £6million
- Support for the unemployed £8million
- Skills support for the workforce £12million
- ESOL
- Skills Board have money available to upskill non work based learners and higher level skills

£37 million in total. As soon as tenders are available the LESE bid ready team will begin work. Preston's College will lead on the majority of bids and the next stage is to send out the Due Diligence. Not every member of the Forum will be included in the tender since not all members

have signed up for exclusivity.

David notified Myerscough about a Rural Development Fund and the opportunity for a bid.

#### 4 **Support and Development Manager update.**

4.1 **LEP Apprenticeship Marketing:** Monies from the LEP are funding the Marketing of Apprenticeships project via a redevelopment of the Sorted Leaflet into a digitised version on the Forum Website which is also being redeveloped. The Task and Finish Group are just populating the pages. (Michele Lawty-Jones came to the Board Meeting to update us on the Learning Skills Framework – this is now available to peruse on the LEP Website.)

4.2 **Economies of scale:** This Task and Finish Groups meets on 13<sup>th</sup> October at Training 2000 to consider savings. Findings will be tabled at the next Forum Meeting.

4.3 **NWPN Funding Reform / Trailblazer Event on 6<sup>th</sup> October:** (Minuted earlier.)

4.4 **Business Planning:** Raeleen took the members through the Business Planning Cycle and will send out the Approved Business Plan for the Forum once agreed by the Board.

#### 4.5 **Training – Prevent 12<sup>th</sup> January 2016**

Raeleen requested a venue and Via said that they may be able to help once it is clear what numbers are attending. It is important that the training covers Training Providers' needs rather than covering what the broad Prevent/ Safeguarding agenda is so Raeleen will send out an email seeking what specific themes Providers would like to cover in the training plus numbers of staff that they would like to have attend.

RD to send out Email seeking topics to cover in Prevent Training.

#### 5 **Any Other Business:**

Lisa and Raeleen updated the Forum on the information given by Paul Holme who attended the Board Meeting on Friday 2<sup>nd</sup> October.

**Spending reviews:** Paul explained that what he was about to say were his views and to be aware that plans may change. Paul asked members to note that the spending review will be out on 25<sup>th</sup> November 2015, with budgets probably not issued for 3 months. The Government has to save £20 billion by 2020. Some departments are protected such as Health and Education, Paul suggested keeping an eye open to see which departments within education are protected. The Adult Skills Budget has decreased by 40% already so far. The issues being, can the Government maintain the entitlements for the future on second chance training verses the growth of higher level skills. It is expected that there will be an extension of Adult Loans. The age level will be dropped to include 19 – 21 year olds from 24 and this could replace the Adult Skills Budget. 16 – 18 will continue to be the compulsory participation age but not necessarily with the same funding.

**Apprenticeship Reform:** 3 million is the apprenticeship target. There is the second NWPN Conference for Apprenticeship reform the week beginning the 5<sup>th</sup> October 2015. There are many questions around Apprenticeship Reform but no clear answers. There will have to be a significant hike in numbers in the last years to meet the target.

**Devolution:** We must not mix up LEP's with Combined Authorities. Each LEP has a Growth Deal. Each individual Growth Deal has been a negotiation with the Government for a share of the Education Capital but there are very different rules applied to the different cases. The Budgets have been determined and pots of money ring-fenced for each LEP. Standardisation will happen much later. It is difficult to maintain the standards of things Nationally in the face of budget changes and devolution. Lancashire haven't put in their expression of interest yet – Lancashire have decided that they would like to know more about what is involved first before making their interest known unlike the other authorities who have all expressed their interest without knowing the facts.

**Area Based Reviews:** There have been 6 announced so far but these do not always follow the LEP boundaries. Greater Manchester area review has been announced. Paul Holme is working closely with partners in Manchester on the review. From a provider perspective it is primarily about Colleges and 6<sup>th</sup> Form Colleges, (10 Colleges and 11 6<sup>th</sup> Form Providers in Manchester.) 21 have to respond to the needs of market and learners etc. but also take into account the provision in the locality.

**Adult Skills Learning Landscape and Future System – Post 19 System:** The vast majority of funding and ownership will rest with customers / owners. E.g. For Apprenticeship this will be the employers and for Learners this would mean the expansion of Adult Loans. Whatever Public Funding is left it will be split between

- i) the local determination of the LEP's to meet local economies, and
- ii) money that will be held back for National Priorities.

**ESIF / Spending reviews** – there is speculation regarding SFA resources and SFA capability as there is talk of another restructure in the SFA.

#### 6 **Date of Next Meeting – Wednesday 11<sup>th</sup> November 2015 – 10am Preston's College Boardroom**