

26 April, 2012.

LLANELLI RURAL COUNCIL

Minute Nos: 487 – 494

At a Meeting of the **LEARNING AND DEVELOPMENT CONSULTATIVE COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli, on Thursday, 26 April, 2012 at 4.45 p.m.

Present: Cllr. H. J. Evans (Vice Chairman (in the Chair))

Cllrs.

T. D. Bowen	M. L. Evans
M. L. Davies	S. N. Lewis
M. V. Davies	A. G. Morgan

487. APOLOGIES FOR ABSENCE

An apology for absence was received from Cllr. D. J. Davies.

488. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

489. QUALITY DEVELOPMENT PLAN

Members considered the Training Department's quarterly Quality Development Plan (December 2011/January 2012) and it was

RESOLVED that the plan be accepted.

490. WORK – BASED LEARNING CONTRACT

The Training Manager reported that a funding allocation within the Work-Based Learning Contract had been ring-fenced for programmes that were substantially undersubscribed. In particular it was estimated that the Traineeship programme contract of £193,000 would be short by £100,000 – £120,000 by the end of the academic year. Other providers within the partnership had similar issues. In view of potential implications across the SAW partnership, representatives had lobbied the Welsh Government (DfES) to vire the funding allocation to other more popular programme areas within the contract and this had been agreed to.

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As a consequence the Council has been allocated an additional £110,000 to its Adult Programme and an additional £18,000 to its apprenticeship programme, providing a likely overall increase in potential income.

Since approximately £35,000 of this had already been earned and was being held back then there was a positive element to existing account balances as well as a more positive outlook for the future.

According to Council records monies totalling £68,000 were owed for the academic year 2010/11. Members were informed that the Training Manager would be attending a SAW Executive meeting on 10 May, 2012, when this would be discussed, the expectation being the money would be released to the Council.

All this would result in a positive end of year balance for 2011/12 and an optimistic outlook for this year 2012/13.

RESOLVED that the information be noted with pleasure.

**491. QUALITY DEVELOPMENT GROUP
PEER REVIEW FEEDBACK REPORT**

Members considered the Quality Development Group Peer Review Feedback report which was undertaken by Jobforce Wales. The report focused on the ‘learner voice’ whereby direct feedback was obtained from learners on what they thought about their learning programme, how enjoyable and useful it was and how well they were guided and supported. The review took two days whereby work placements were visited and trainees and employers interviewed.

Members were informed that, overall learners were pleased with the provision and felt that they were receiving good quality learning experiences. Health and Safety received a high profile from the provision of personal protection clothing and personal protection equipment, full workplace induction through to daily safety checks embedded as part of normal routine.

Members having congratulated the Training Department on the report, it was

RESOLVED that the peer review feedback report be noted.

492. QUALITY MONITORING POLICY

Members were circulated with the Quality Monitoring Policy. The policy was a fundamental requirement that the standard of teaching and learning in the Training department was of a good to excellent standard as defined by Estyn. It was also essential for the Training department to achieve good to excellent grades in respect of its performance against key indicators as published by Welsh Government.

Following discussion, it was

RESOLVED that the Quality Monitoring Policy be accepted.

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493. SKILLS ACADEMY WALES – EQUAL OPPORTUNITIES INCLUSION AND DIVERSITY POLICY

Members considered the Equal Opportunities, Inclusion and Diversity Policy produced by the Manager of Pathways Training and Chair of the Equal Opportunities, Inclusion and Diversity Group, Skills Academy Wales (SAW). SAW was a partnership of ten work based learning providers who had come together as a legal entity for the purpose of delivering the Welsh Government’s Work-Based Learning contracts.

The policy had been created to support and provide an agreed standard of services. Its objectives was to aim to ensure that all actual and potential learners, staff and other people who have contact with them are treated equally and that no-one receives less favourable treatment on the grounds of their age, disability, domestic circumstances, marital status, gender, sexual orientation, race, colour, nationality, ethnic origin, religion or beliefs, unrelated criminal convictions, trade union activity or other irrelevant criteria.

SAW aimed to ensure that all partners adhere to and give full consideration to the requirements and intent of all relevant legislation. SAW supported the Welsh Government’s commitment to promote equality and diversity as one of the ‘Cross Cutting Themes’.

RESOLVED that the policy document be accepted.

494. LEARNING OUTCOME REPORT FOR THE TRAINING DEPARTMENT AND SKILLS ACADEMY WALES

Members received a Quality and Effectiveness Framework report for the Training Department 2010/11 and a Quality and Effectiveness Framework report for Skills Academy Wales (SAW) 2010/11.

The framework showed the general success rate of the Training department but Members commented that the report concerning the SAW partnership overall had two unsatisfactory ratings for Skill Build Youth and Skill Build Adult. The potential consequences of this could be the Training Department losing the programme next year because of poor performance elsewhere.

RESOLVED that the information be noted with concern.

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The Meeting concluded at 5.00 p.m.

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The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 15 May, 2012, adopted by the Council.