

25 July, 2024

**LLANELLI RURAL COUNCIL**

**Minute Nos: 105 – 109**

At a Meeting of the **LEARNING AND DEVELOPMENT CONSULTATIVE COMMITTEE** of the Llanelli Rural Council held at the Council Chamber, Vauxhall Buildings, Vauxhall, Llanelli and via remote attendance on Thursday, 25 July, 2024, at 4.45 p.m.

**Present:** Cllr. S. R. Bowen (Chairman)

**Cllrs.**

D. M. Cundy	R. E. Evans
M. V. Davies	S. N. Lewis
N. Evans	A. J. Rogers
N. A. Stephens	

**Absent:** A. Evans

**105. APOLOGIES FOR ABSENCE**

An apology for absence was received from Cllr. T. M Donoghue (Cllr. A. J. Rogers deputising).

**106. MEMBERS' DECLARATIONS OF INTEREST**

No declarations of interest were made.

**107. PEARSON EXTERNAL QUALITY ASSURANCE (EQA)  
REPORT ON THE ASSESSOR QUALIFICATION**

Members received an update from the Compliance Manager on the quality visit for the Assessors qualification.

The Centre had 4 learners on programme, 3 current and 1 had completed.

The External Quality Assurer (EQA) was very pleased with the management systems in place including that there were sufficient number of qualified staff to deliver, assess and verify the qualification. Learners were given support throughout and all assessment and verification records were maintained in accordance with Pearson requirements. The EQA commented on the completed learner, stating the learner was an inspiring example of a learner in the logistics field.

**25 July, 2024**

The Centre restructuring was mentioned but this did not have a direct impact on the delivery of this qualification.

The EQA confirmed the team used Artificial Intelligence (AI) systems safely and that learners were given robust information at induction. The Compliance Manager informed members that all centre policies had been harmonised into a dedicated document management system.

Areas of good practice identified were that learners were given a comprehensive induction that fostered an inclusive and supportive environment. Regular feedback on progress was provided, with written evaluation plans included from both the learner and assessor.

Following this visit, the Centre was awarded Direct Claims Status.

Following discussion, the Compliance Manager was thanked for the update, and it was

**RESOLVED** that the information was noted.

**108. JOBS GROWTH WALES +  
PROGRAMME DELIVERY UPDATE**

Members received a report from the Employer Engagement Officer on the current delivery of the Itec contract and the Coleg Sir Gar partnership which was aimed at 16-19 year olds. Between the Llanelli and Carmarthen training centres there were 57 learners currently on programme with a projected 68 at the end of July 2024.

The Employer Engagement Officer expanded on Additional Learning Needs (ALN), this included learners with mental health issues, communication difficulties, Autism, Dyslexia and behavioural, emotional and social difficulties.

ALN funding could be obtained to support learners, but this was reliant on supporting evidence which could be difficult to obtain causing a delay.

Carmarthen Centre had a dedicated ALN Lead Worker to support learners and the Llanelli Centre had recruited a sub-contractor. LRC Training took pride in supporting the learners to maximise their potential and learning achievements regardless of any additional learning challenges faced.

New qualifications had been introduced:

- Agored Cymru – Level 1 in Work Related Education  
15 learners successfully passed.
- Award in Employability Skills  
Deliver Essential Skills to improve literacy, numeracy and digital literacy.
- Warehousing and Storage – Level 1  
Under development.

**25 July, 2024**

- Customer Service  
Under development.

Following discussion, the Employer Engagement Officer was thanked for the update, and it was

**RESOLVED** that the information be noted.

## **109. APPRENTICESHIPS**

### **(1) PERSONAL LEARNING ACCOUNTS (PLA) TATA STEEL**

Members received a verbal update from the Apprenticeship Manager on the PLA TATA Steel funding for April – July 2024. The initial contract value issued by Neath Port Talbot College (NPTC) for this period was £120,000 specifically for TATA Steel employees or those that work for Welsh employers that form part of TATA’s wider supply chain.

There was a high demand for licensing provision and NPTC increased the departments’ contract to £174,000. It was essential that the contract was fulfilled and it was acceptable to slightly exceed this contract.

The offer was closed on the 5 July, 2024 to enable the college a period to process all registrations before the Welsh Government freeze at the end of July, 2024.

The final contract value for April – July, 2024 was £194,750 to support 61 individuals.

The new PLA contract received for 1 August, 2024 – 30 April, 2025 was five starts per month until a maximum of 50 starts.

### **(2) “HAVE A GO” SIMULATOR**

Members received an update from the Apprenticeship Manager on the successful bid to acquire ownership of the “Have a Go” transport simulator which had a retail value of £80,000.

Partner organisations were encouraged to submit a bid to the “Have a Go” project – Promoting Vocational Qualifications and although interest from organisations across Wales had been strong, and the selection process highly competitive, LRC Training (Logistics) were successful.

The transport simulator was equipped with a motion base, multi screens, seat, peddles and gearstick and would simulate driving a number of vehicles, for example a lorry or tractor. The transport simulator was a good attraction at events to promote courses and also for staff continual professional development.

25 July, 2024

**(3) SAW AWARD NOMINATIONS PRESENTATION**

Members received a PowerPoint presentation from the Programme Assistant/Tutor outlining the annual awards organised by Skills Academy Wales (SAW), based at NPTC Group of Colleges to recognise and honour the achievements of the Apprentices, Assessors and partner organisations.

The different categories were outlined along with the LRC Training (Logistics) nominees:

- Tomorrow's Talent – one nominee
- Foundation Apprentice of the Year – one nominee
- Employer of the Year – one nominee
- Practitioner of the Year – one nominee

Following discussion, the staff were thanked for the updates, and it was

**RESOLVED** that the information presented in items (1) to (3) above respectively be noted.

.....

The Meeting concluded at 5.11 p.m.

.....

The afore-mentioned Minutes were declared to be a true record of the proceedings and signed by the Chairman presiding thereat and were, on 10 September, 2024 adopted by the Council.