

26 October, 2023

LLANELLI RURAL COUNCIL

Minute Nos: 202 – 209

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, 26 October, 2023 at 4.45 p.m.

Present: Cllr. N. A. Stephens (Vice-Chairman (in the Chair))

Cllrs.

T. M. Donoghue	S. N. Lewis
A. Evans	J. S. Phillips
N. Evans	B. M. Williams

Absent: S. R. Bowen, S. K. Nurse.

202. APOLOGIES FOR ABSENCE

No apologies for absence were received.

203. MEMBERS' DECLARATIONS OF INTEREST

No declarations of interest were made.

204. CONTRACT UPDATES 2023/24

(1) JGW+ and a prepared Service Level Agreement with Coleg Sir Gar

Members received information about the Jobs Growth Wales+ programme and a prepared Service Level Agreement with Coleg Sir Gar from the Training Manager. The training department had taken on engagement projects through Coleg Sir Gar and would liaise with Careers Wales to grow the provision.

(2) Prince's Trust (Team 15) Contract

Members received and update on the Prince's Trust (Team 15) contract which would take the Prince's Trust to Christmas. Work was ongoing to try and ensure the training department continued to deliver the Princes' Trust programme in 2024.

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(3) Neath Port Talbot College Group – Service Level Agreement for Personal Learning Account and Further Education Funding

Members were updated on the Neath Port Talbot College Group's Service Level Agreement for Personal Learning Account and Further Education Funding. Further Education funding was less than last year and it was the final year for the Personal Learning Account funding.

(4) Section 19 minibus permit application

The Finance Manager reported that it would be desirable to apply for a 'Section 19 minibus permit' for the second-hand minibus procured by the training department especially as it was used for learner activities and residential visits. This would mean quarterly inspections of the minibus.

Following discussion it was

RESOLVED that the information provided in items (1) to (3) above be noted and that in regard to item (4) a minibus permit be applied for.

205. ESTYN INSPECTION REPORT

The Training Manager took members through the latest ESTYN Inspection Report on the work based learning provision of Skills Academy Wales at Neath Port Talbot College Group of Colleges. The inspection had taken place over two weeks in May 2023. The training department had played a full part in the inspection which had been a valuable experience with a pleasing report.

Following discussion it was

RESOLVED that the report be noted.

206. LRC TRAINING QUALITY DEVELOPMENT PLAN 2022/23

Members received an update from the Training Manager on the Llanelli Rural Council Training Quality Development plan 2022/23. The training department had moved positively on the self-assessment plan of last autumn with the new training website now in operation.

Following discussion it was

RESOLVED that the actions set out in the plan be noted.

207. BUSINESS ADMINISTRATION APPRENTICESHIPS

The Senior Assessor updated members on the Business Administration Apprenticeships in regards to the City and Guilds External Quality Assurance Report. Following good observations in place the Direct Claims Status (DCS) had been reinstated.

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Following discussion it was

RESOLVED that the information be noted.

208. LOGISTICS AND TRANSPORTATION APPRENTICESHIPS AWARDS AND SUCCESSES

The Programme Assistant provided members with a brief presentation on the Logistics and Transportation Apprenticeships’ Awards and highlighted the successes. These annual awards were organised by Skills Academy Wales, based at the Neath Port Talbot College Group of Colleges and the Welsh Government to recognise and honour the great achievements of apprentices, assessors and partner organisations. This year LRC Training Logistics had submitted nominations for seven awards. Employer of the Year, which had been won by Owens Group. Practitioner of the Year which had been won by Conrad Thomas at LRCT. Nominations had also been put forward for the Apprentices Awards Cymru but the outcome was still awaited.

The Senior Assessor had won Practitioner of the Year with Skills Academy Wales.

Members thanked the training department for its hard work and successes.

RESOLVED the information be noted.

209. JOBS GROWTH WALES+

The Jobs Growth Wales+ programme leader informed members of her appreciation of the Youth Team for their flexibility and resilience over the last couple of months as there had been a hold on new starts and therefore their focus had been on the current cohort of learners.

In August/September 2023 there had been nine positive progressions – eight learners going on to further education and one learner going on to a higher level on the Jobs Growth Wales+ programme. There were a total of forty three learners currently on programme as well as five new learners. Eleven learners had work placements which were being sourced by the training department. There were currently thirteen learners on the Prince’s Trust programme and who were currently on a residential visit.

A partnership had been brokered between University of Wales Trinity St. David’s in Carmarthen and Llanelli Rural Council Training to provide students at the university with a work based programme.

RESOLVED the information be noted.

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The Meeting concluded at 5.08 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 14 November, 2023 adopted by the Council.