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**LEARNING FORUM**

**6 June 2007 – 2.00 pm**

**PRESENT:**

Representing Connexions:  
Teresa Gonzalez (Chairman) and Jean Simpson

Representing the Disability Forum:  
Lindsay Seward

Representing Norfolk County Council Children's Services:  
Trevor Cockburn

Representing Norfolk County Council:  
Jill Warwick

Representing the Learning Skills Council:  
Howard Foale

Representing Seachange:  
Joe Mackintosh

Representing LSP:  
Tim Leonard and David Stannard (LSP Consultant)

Representing College in the Community:  
Christine Chalmers

Representing Great Yarmouth Community Trust:  
Rosie Marler

Representing Great Yarmouth College:  
Robin Parkinson

Representing Schools Excellence Cluster:  
Alison Hopley

Representing Library Services:  
Mary Kent (Locality Manager - East)

Representing Norfolk Learning Partnership:  
Andy Hodgson

Representing Great Yarmouth Borough Council:  
Julie Gulliver

### **1. APPOINTMENT OF CHAIRMAN FOR 2007/08 MUNICIPAL YEAR**

It had been agreed that the Chairmanship of the Learning Forum would alternate on an annual basis between a nominee from the private and public sector. A nomination was received for Teresa Gonzalez, who accepted the role and a subsequent vote took place appointing her to be Chairman of the Learning Forum for the 2007/08 municipal year.

**RESOLVED:**

That Teresa Gonzalez be appointed as Chairman of the Learning Forum for the 2007/08 municipal year.

### **2. APPOINTMENT OF VICE-CHAIRMAN FOR 2007/08 MUNICIPAL YEAR**

A nomination was received for Christine Chalmers, who accepted the role and a subsequent vote took place appointing her to be Vice-Chairman of the Learning Forum for the 2007/08 municipal year.

**RESOLVED:**

That Christine Chalmers be appointed as Vice-Chairman of the Learning Forum for the 2007/08 municipal year.

### **3. FACILITATORS ARRANGEMENTS**

Consideration for a replacement Life Long Learning Facilitator for the Forum was discussed under agenda item 7.

#### **4. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Lynn Blizzard, Carol Congreve, George Denby, Richard Packham and Annie Whiteman

#### **5. MINUTES**

The minutes of the meeting held on 14 March 2007 were confirmed.

#### **6. MATTERS ARISING**

##### **ESOL Family Learning and Skills for Life Projects**

It was not known if any progress had been made in respect to the ESOL Skills for Life project and therefore Vice Chairman Christine Chalmers would look into this on behalf of the Forum.

##### **Youth Service Monitoring Project**

It was noted that Tim Leonard would be contacting the NRF team to discuss and clarify any progress made on the above project.

##### **IT Provision**

At the last Forum meeting the availability of IT facilities in the Borough had been discussed. It was agreed to contact Rachel Jackson to ascertain if any progress had been made in respect to the mapping exercise that was carried out. Robin Parkinson from the Great Yarmouth College stated that he would be happy to look into what further possibilities were available through the college. Mary Kent representing the Library Services would be looking at ways to promote their IT provision amongst the Community Partnerships in the Borough.

#### **7. ISSUES ARISING FROM THE CLOSURE OF THE GREAT YARMOUTH LEARNING COMMUNITY**

The closure of the Great Yarmouth Learning Community was discussed at some length. Members agreed that targets were needed for lifelong

learning in order to establish the Forum's aims and objectives. A suggestion was put forward to hold a 'workshop' session to discuss the future of life long learning in Great Yarmouth and that this would take place prior to the next scheduled Learning Forum of the 5 September. Teresa Gonzalez, Tim Leonard and Christine Chalmers agreed to discuss the format of this workshop outside the meeting.

**RESOLVED:**

That a workshop be arranged to discuss life long learning in Great Yarmouth.

## **8. COLLEGE IN THE COMMUNITY - UPDATE**

Christine Chalmers circulated the new Terms of Reference for the College in the Community Partnership and briefly discussed the aims and objectives of the Partnership. Also circulated was the prospectus which would be available via several outlets in the town. This was extremely well received by Forum Members.

Lindsay Seward asked if it would be possible to grade courses in terms of their suitability for people with mental illness. It was agreed that this could be something that the college could look into.

**RESOLVED:**

That the above be noted.

## **9. MEMBERSHIP OF THE FORUM**

Proposals had been made for new members to join the Learning Forum. These were:-

- The Great Yarmouth Community Trust (Parenting)
- Great Yarmouth Community Trust (Education)
- Great Yarmouth Library

The proposed new members were formally accepted and the Learning Forum distribution list was duly updated.

**RESOLVED:**

That the above proposed new members be accepted.

## **10. UPDATE ON EMPLOYMENT AND SKILLS ACTION PLAN**

The updated version of the Great Yarmouth Employment and Skills Action Plan was attached to the agenda for member's information. Tim Leonard discussed the plan which was now moving forward with a focus on engagement with hard to reach individuals i.e. the unemployed or people on Incapacity Benefit. Job Centre Plus and Community Connections would be working with the LSP Working Group to take the action plan forward.

Jill Warwick representing Norfolk County Council expressed concern over the issue of childcare provision and claims that the take up of childcare in Great Yarmouth was low. It was recommended that Jill contact David Baldry of Job Centre Plus for further discussion on this matter.

Tim Leonard stated that the contents of the Action Plan came to the Forum for debate and asked members to provide feedback on this. Comments were requested prior to the next meeting of the Economic Forum.

### **RESOLVED:**

That feedback be provided on the Action Plan by the next Economic Forum.

## **11. LEARNING DIFFICULTIES AND DISABILITIES (LDD) SERVICES MANAGER**

Jean Simpson the county LDD Services Manager spoke about the work of Connexions and how they are focusing on people in the education system that required additional help and support. A specialist team would be concentrating on working within special schools i.e. John Grant School and also providing a link with mainstream schools. They would be adopting a 'holistic' approach and a subsequent bespoke programme would be put together.

Jean also mentioned a project the 'Improving Choices Agenda' which was proving to be a great success and would enable children who lived in Norfolk to have access to activities in the county and not have to travel elsewhere for them.

Another area discussed was the additional work that was being undertaken to improve the transition process. This included 'signposting' work to help post sixteen year olds to find the right courses.

**RESOLVED:**

That the above report be noted.

## **12. PROJECT PROGRESS UPDATES**

Intensive Support for attainment in Literacy (ED08) - A written report was circulated for member's information.

Raising Standards at Key Stage 3 in English, Maths and Science (ED16)  
- No report provided.

Development of Vocational Activities (ED10) – Tim Leonard provided a verbal update in respect of the above.

He added that there would be an under spend on projects in this financial year and made the point that it was important that NRF funding was fully utilised.

**RESOLVED:**

That the above be noted.

## **13. NRF COMMISSIONING ACTIVITIES FOR YOUNG PEOPLE**

It was confirmed that there had been a slippage of £146,000.00 on NRF projects. Members were asked to give further consideration on ways to use the funding which must be spent by March 2008.

**RESOLVED:**

That ideas be emailed to Trevor Cockburn prior to the meeting of the 18 June 2007.

**14. FORTHCOMING WORKSHOPS ON RAISING ATTAINMENT IN SCHOOLS**

It was confirmed that future workshops would be taking place to ascertain what was required to raise educational standards in schools.

RESOLVED:

That the above be noted.

**15. DATE AND TIME OF FUTURE MEETING**

It was noted that the date of the next meeting would be 2.00pm on 5 September 2007. Dependent on further discussions, this could involve the Life Long Learning workshop.

**16. GO-EAST REPRESENTATION AT FORUM MEETINGS**

It was confirmed that Derek Banks would no longer be representing Go-East at future Learning Forum meetings. Derek would be replaced by Rod Gilchrist.

RESOLVED:

That the above be noted.

**17. CLOSURE OF MEETING**

The meeting closed at 4.35 pm.

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