

West Yorkshire Lifelong Learning Network

Director's Report

1. Strategic Advisory Forum

- 1.1. The meeting was held on Monday the 8th September at the University of Huddersfield and was chaired by the Executive Director in the absence of the Chair. Thirty people attended from twenty one partner organisations. Following the Director's report on the progress of the LLN, group discussions and feedback were received on Sustainability and the Operational Plan. Feedback from these discussions is addressed as part of agenda items 6 & 7.
- 1.2. The Director reported on the progress of the Network through the HEFCE Monitoring Templates. They were also informed of work the Network will be carrying out in attempting to focus partners' activity on delivering the progression agreements being developed.

2. Peer Evaluation

- 2.1. Over the last two years, HEFCE has established partnerships to enable peer evaluation to take place. The WYLLN has been partnered with the South West Lifelong Learning Network. This Network is a year ahead of WYLLN and is just entering its final year. Following an exchange of documents, a meeting was held to evaluate key areas of activity: organisation and governance, partnership, information advice, guidance and learner support, progression framework, curriculum development, tracking and re-engagement and sustainability. During the meeting we compared similarities and differences in the approach the two LLNs have taken and tried to evaluate what worked well and what didn't. We also took the opportunity to compare our approaches to completing the HEFCE monitoring template. The evaluation will be formally reported at a future meeting.

3. Partnership agreements

- 3.1. As stated in the One Year Evaluation Report, two institutions did not engage in 2007/8 (Leeds Metropolitan University and Huddersfield Technical College). To date 7 have agreed their activity for 2008/9 with 3 others in the process of being finalised. By October 2007/8 it is planned that all partners will who participated in 2007/8 will have their 2008/9 activities agreed. With the development of Progression Agreements, we are trying to make this the focus of partnership activity to ensure that learners gain the maximum support as they move through a progression route.

4. Additional Student Numbers

4.1. The allocation of additional student numbers for 2008/9 has been changing now as enrolments take place. The current situation is given in the table below:

Institution	Total ASN FTE	Breakdown of Total ASN FTE	
		<i>ASN required to support progression of students from 2007/8 ASN supported courses and new starters on those courses in 2008/9</i>	New ASN Applications for Courses
Bradford College	43.392	43.392	
Calderdale College	32.5		32.5
Leeds College of Art & Design	39	29	10
Leeds College of Building	15		15
Leeds College of Music	93	48	45
Leeds College of Technology	15		15
Park Lane College	92	42	50
University of Bradford	30		30
University of Huddersfield	37.5		37.5
Wakefield College	17.38	9.38	8
Business Services Sector Group	48		48
Advanced Engineering Sector Group	7		7
Leadership Sector Group	4		4
Grand Total	473.772	171.772	302

4.2. The allocation is less than originally presented to the last Board meeting, but still above the total received from HEFCE (468). It is expected further changes will take place. The final allocation will be presented to the December Board meeting.

4.3. The University of Huddersfield, as the accountable body, has submitted a request to HEFCE for 700 ASNs: 450 in 2009/2010 and 250 in 2010/2011. The numbers in the second year only takes into account the numbers progressing and the recruitment of a new cohort. It is assumed that most courses are no more than two years long.

5. JISC e-Learning Programme

5.1. In July, the WYLLN's IAG Manager approached partners within the Network to participate in submitting a proposal to JISC for funding an XCRI (exchange of course related information) project under Call III - Course description and discovery. Huddersfield University was the only institution from the partnership interested in participating. The proposal was successful and £10,000 funding will be received to implement and test the XCRI schema against the full University course catalogue. Although only one partner is involved, our intention is to use the project to create a model for implication in other institutions and if possible support them through WYLLN funding.

6. WYLLN Annual Conference

- 6.1. The first WYLLN conference will be held on 3rd December 2008 in Ghandi Hall at Leeds Metropolitan University. The title of the conference will be Developing Higher Level Skills for Employers: How joined up can we be? Speakers representing employers, Yorkshire Forward, HEFCE, the Higher Education Academy and Yorkshire Universities have been invited to give their view on policy and different approaches of higher education and other agencies to the higher level skills agenda. The conference will also showcase examples of employer engagement.

7. IAG Task Group

- 7.1. Focus groups have been established to identify potential developments in Quality, Resources and Training and Development. These groups are now operational.
- 7.2. At the last meeting, they asked the Board to consider enabling institutions that have met their targets to be funded at a higher level. They also asked the Board to allow a proportion of double counting to take place on the grounds that they could be funded for interventions carried out in the first year of the learner's programme as well as their final one.