



West Yorkshire Lifelong Learning Network

Economic Challenge Investment Fund (ECIF) Steering Group

13th October 2009
Start time 0930 hours
Finish time 1100 hours

Present: Tim Thornton (Chair), Steve Challenger, Joanne Beaumont, David Smith, Janet Midgley, Sue Spence, Nigel Phillips, Tony Waring, Julie Theakston, Lindsey Fraser, Patricia Millner, Ian Bond, Michael Cuthbert, Janet Mulcrone, Adam Greenwood, Fred Yeomans, Rob Lloyd Owen, Tie Doepel, Alan Spain and Anne Hellawell.

Apologies: Christine Jarvis, Fiona Thompson, Brian Duffy, Alison Wilson, Alison Kinder, Dominic Whowell, James Devitt, Heather Waddington, Anj Handa, Carson McCombe and Catherine Lunn.

Action

1. Welcome and Apologies

Tim opened the meeting and welcomed the attendees to the inaugural meeting of the ECIF Steering Group.

2 Background to Project and first HEFCE Report

Copies of the original proposal for ECIF funding and the first monitoring report submitted in September were circulated prior to the meeting. Steve gave a summary of progress to date, and discussed the issues surrounding the original submission. Tim thanked all the partners who worked to bring this project into being.

3 Partner Report

Tie presented a partner report and gave an overview of each of the elements being offered by our partners. There is confidence among the partners on delivery of Elements 1 and 2. On Element 3, which offers programmes of three lengths, again there is confidence on the short and medium programmes.

On long courses, urgency is required to offer all 65 places in order to achieve completion by September 2010. 16 places require reallocation and Tie asked for the approval of the group to delegate to Steve and Tie the responsibility of reallocating places due to the fluid nature of the scheme and the time pressure to reallocate. The group **AGREED** that delegation of the reallocation process was in the best interests of the success of the project.

Tie will communicate with partners to gain a statement of capacity to deliver the 16 places for reallocation. Steve added that reallocation would be subject to confirmation of match funding availability and that reallocation would be offered on a pro-rata basis per institution if such offers were over-subscribed. Such reallocation would also take account of each institution's risk to fulfil their contract. **TD**

4 Match Funding

Alan presented a comprehensive paper giving match funding options available for successfully running the ECIF project, which gave clarity from HEFCE on issues around double counting of learners.

Steve advised the group that a partially completed application form for Train to Gain Enhancement Fund was available on the WYLLN network, and that all that was required was to contextualise the document for individual institutional applications.

The allocation of the £350,000 Yorkshire Forward share of the contribution to partners is seen as fluid and will move if numbers are reallocated to other partners. This allocation would be strictly in line with achievement of match funding.

Discussion followed on what constitutes evidence of learners. IAGnow will be used to gather the relevant data, with most institutions already being familiar with the system. Further training if required can be gained by contacting Joanna Puzo at WYLLN.

The opportunity for further clarification on a one-to-one basis was offered to all the institutions directly after the meeting.

5. Corus Project

Joanne presented a paper on the recent project with Corus. The University of Huddersfield, through Yorkshire Forward, had provided Element 2 of the ECIF programme to managers at risk at Corus. Feedback from Corus was that this was a positive experience.

A discussion took place on the potential for extending the delivery of the “package” offer to individual companies where there is risk of redundancies of the ECIF Element 2 package. Joanne will be convening a meeting with partners to redesign the package based on feedback from the pilot and research into other commercial packages currently available. The meeting is open to all ECIF providers. ***Please note that this meeting has now been arranged for Wednesday 28th October 1400 hrs to 1630 hrs at the WYLLN offices at the University of Huddersfield.*** If you should wish to attend, please inform Joanne Beaumont at j.e.beaumont@hud.ac.uk.

JB

It was noted that an additional 100 places, funded equally by ECIF and the employer, would be on offer outside of current partner allocations, but it would require to deliver the package. The group **AGREED** that learners within West Yorkshire should be prioritised. Adam confirmed that the employer route in is through Business Link.

6. Any Other Business

No further business.

7. Date/Time of Next Meeting

The date and time of the next meeting was proposed as **Tuesday 15th December at 1300 hours**. A buffet lunch will be available prior to the meeting.