

spent, there will be £36,331 remaining within this budget which can be transferred to revenue, leaving the balance remaining in December 2010 as £31,682. DL proposed that the balance remaining plus the unallocated project funding (together totalling £61,000) be used to fund a number of items. The Group considered the proposal and subsequently approved the expenditure.

5. Projects

Project Closure Forms

DL gave an overview of the Project Closure Forms.

Engaging the Busy Employer (University of Worcester) – this project closure form was resubmitted from the previous meeting in response to a query from the Steering Group. DL drew the Group's attention to the Outputs section which now clarified exactly what the project had done and where people could progress on to.

Exploring the Partner College Student Experience: Achieving an Outstanding Student Experience (University of Worcester) – DL highlighted the research report produced from this project, which looks at the experience of students on co-taught programmes within sport, is very good and excellent value for money. The Group agreed that this report should be shared with partners.

MOODLE Developing an Inclusive On-line Learning Environment (Royal National College for the Blind) – the Group were surprised by the results of this project and requested that Viv Bell disseminate the findings at future events/workshops/meetings.

Employer Engagement in the Creative Industries in Herefordshire (Hereford College of Arts) – this project has raised the awareness of HE with employers and has resulted in the formation of a forum of employers. GE felt that this forum would be an ideal place to raise awareness of Graduate Internships with local employers.

Development of a Foundation Degree in Fashion & Surface Pattern for WCT in Partnership with the University of Worcester (Worcester College of Technology & University of Worcester) – the FD is now successfully running and has 15 students enrolled on the course. This project has enabled WCT and UW to build a relationship within a subject area that had not collaborated previously. This project links into the Online Mentoring project at WCT.

Enhanced Induction for top-up students to Animal Science BSc (Hons) (University of Worcester) – DL highlighted the successes of this project and the Group noted that the students had found the enhanced induction really useful. The Project Team are planning to share the enhanced induction with others at UW.

Production of Vocational Learning Guide for Hereford & Worcester (Aimhigher & LLN) – this project was looking to adapt the A to Z guide that had been produced by Birmingham LLN. DL fed back the reasons why this project had not been able to complete and advised that she is going to speak to Hilary Fox (Aimhigher) to see if there is anything further the LLN can do.

Interim Update on Projects not yet Completed

The Group noted the interim updates on projects not yet completed and the following was highlighted:

Growing Learning (Persore College) – the Group agreed to the extension of this project from December 2009 to March 2010.

Development of a FD in Salon Practice (Worcester College of Technology) – CM provided a verbal update and stated that this course is due to start next year.

6. Manager's Report

DL highlighted the main points within her Manager's Update and provided a verbal update on the consultancy work currently being undertaken:

Stratagia:

- **Employer Demand in Urban North** - The Group received the draft report on the telephone survey and were advised that they will also receive a report on the 50 1-2-1 interviews. This will be circulated to partners and UW once it has been completed.
- **14 – 19 Diplomas** – DL summarised the report on different models of progression from the 14 – 19 Diplomas into HE and explained that they are planning a meeting in January 2010 to be attended by HE and FE staff plus schools and consortia. The meeting will focus on 4 subject areas and the aim of the day is to agree what can be done with progression agreements from the 14 – 19 Diplomas.
- **Bridging** – the Group received a paper detailing how they are going to evaluate the work undertaken on bridging.
- **Progression** – Stratagia are arranging to visit HCT and NEWC to provide a map of where students progress.

Worcester Research:

- **Dialogue with Employers** - They have continued their dialogue with the employers who participated in the Market Needs Analysis for Herefordshire research and the Group received an update on this activity.
- **Gauging Interest in Work Based Learning (WBL)** – The Group received the report and DL advised that feedback resulting from these consultations was that some companies were interested in WBL.
- **Benefits of HE to Employers** – Worcester Research have attended a number of meetings to explain the benefits of HE to employers. DL advised that the information will be circulated as others may be able to utilise some of the content.

Jim Shuker:

- Jim has identified a range of brokers in the 2 counties and is currently working with Viv Bell to create an employers section on Wider Horizons.

7. Baseline Research & Trend Data – Tracking the Progression of Level 3 Vocational Learners in to HE within H&W

DL introduced the report which is looking at tracking the highest entry qualifications and previous institutions of students registering on to Undergraduate courses in Herefordshire & Worcestershire from 2005/6 to 2007/8. The Group discussed the report and were advised that it will be updated early 2010 to include data from 2008/9 and 2009/10.

8. Feedback from HEFCE on Monitoring Report

GE congratulated Debbie and the team on the overall positive feedback received from HEFCE in response to the Monitoring Report.

9. Step into HE Fair Report

DO summarised the Step into HE Fair report and DL advised that she is hopeful that the LLN may be able to run the event again next year.

10. Annual Conference

DL provided an update on the arrangements for the Annual Conference to date. It was acknowledged that this is on the same date as the FE Principals meeting, IP will raise this at the next FE Principals meeting on 16 December.

11. Summative Evaluation

HEFCE have commissioned SQW Consulting to undertake summative evaluations of all LLNs. This LLN's visit is scheduled for Friday 15 January 2010. DL advised that she was pleased with the number of people that had offered their support in attending a meeting with the consultants on the day.

12. Any Other Business

There was no other business.

13. Date of Next Meeting

Friday 12 March 2010 at 10am (Room G050)