



GMB Union

Yorkshire & North Derbyshire

Regional Lifelong Learning Committee

Meeting Minutes:



Quarterly Meeting Date: Weds 7th October 2020 via Zoom Video:

Attendees:

RLL Project Team: Rosie Ford (RF), Colin Kirkham (CK), Emma Bew (EB), Courtney Mosey (CM).

Amanda Burley (AB), Louise Kavanagh (LK), Matthew Smith (MS), Cindy Gavin (CG), Paul Rhodes (PR), Claire Turner (CT).

Apologies:

Chris Peace, Garreth Carvell, Gary Wilson, Farzana Jumma, Dawn Harbour, David Wallace, Paul Travis, Lesley Day.

Item No:	Agenda Item:	Action:	Deadline:
1.	<p><u>Welcome & Introductions:</u></p> <p>LK welcomed everyone to the meeting, AB informed the Committee, that the Chair Gary Wilson has had to step down from Union Duties for the time been due to ill health. AB has spoken with Gary who Apologises to the Committee. AB informed Gary he has full support from the Committee and wish for him to concentrate on himself and for him to have a speedy recovery. Therefore, for the time been this Committee will be Chaired by the Deputy Chair, Louise Kavanagh. AB thanked Louise for agreeing to step in.</p>	All.	
2.	<p><u>Minutes of Previous Meeting -22/07/20:</u></p> <p>LK asked the Committee to read through the previous meeting Minutes page by page:</p> <p>AB asked a question to CK, after point 9.c in the minutes. AB said BOS Branch have made a offer via email to AB from Cath Pinder the offer that her branch make a donation to the RLLC and AB asked where do we stand on this offer as the Committee is not funded but the Project are. CK replied that the Committee is funded by the Region as in paid expenses so are not required to have a funding scheme however the Committee could accept the Donation and use it for such things as sponsoring a Committee Delegate to the Union Learn Conference (When they are running again non virtual) in addition to the Region paying for them. But then CK but the issue there is the Committee does not have a bank account so a discussion with</p>	AB & LK	

	<p>the Regions Finance Officer Naveed would be required as to where the donation would sit. AB to have a discussion with Naveed.</p> <p>Previous Minutes All Agreed as a True and Accurate Record:</p>		
3.	<p><u>Matters Arising (Not on Agenda):</u></p> <p>CK spoke with the Committee regarding some devastating news regarding the Projects. The National Project has 4 Steering Groups Meetings per year within a calendar year of each year's cycle of the Project. CK added one of these meetings was yesterday 06/10/20. In attendance are the Projects Managers from each Region, and himself and our Delegate from Union Learn who is called Julia Jones. The Minutes of that meeting will be and are incredibly positive with regards to the performance of our National Project which is ahead of its target's outcomes. Which is good because by the end of September we needed 40% currently at 53% on outcomes. The report from Julia Jones said the DEF see all union learn projects for all unions as incredibly positive and a worthwhile investment of funding. An incredibly positive meeting. CK continued and said our timescale and still is 70% by the end of December and 91% by the end of March 2021. And on 31/03/21 would be the end of year 2. CK added because the funding contract we received was provisionally 3 years. Over £3 million pounds which means £138,000 per year to operate and function nationally as a National Project. CK said he received a phone call last night asking if he had received notice from Union Learn yet as the Government Minister regarding the decision to withdraw funding on 31/03/21 and close the Union Learning Fund. CK added is committed to be transparent with everyone through this. Hopefully going to do a National Project Zoom or Teams Meeting where he will answer any questions. We are hoping to campaign to reverse this decision. CK said he will urge the Region and the CEC to have a plan B. AB said it needs to be brought in house.</p>		
4.	<p><u>RLLC Chair's Report:</u></p> <p>LK informed the Committee, that the Annual Union Learn Conference was taken place on Tuesday 3rd November 2020 virtually from 10am to 12.20pm. AB to send the details on how to register via email to all Committee Members. LK said she will try to attend this conference. LK added she is happy to step in as Chair in Gary's Absence but would like confirmation from the Committee that they are happy for her to step. All the Committee Agreed.</p> <p>LK updated the Committee a member had sent in a Jo Cox application and as LK was asked to look over it, she noticed the member works in a school and was from her Branch. LK enquire if the member had gone to her Branch and was told no, she had been informed to go straight to the Jo Cox Fund. LK decided to take this information with the members permission to her Branch who have awarded the member with £600 towards the cost of her course and for the rest of the finance needed her application is now going to Region and National for consideration. LK said the Member is happy with the outcome and will continue to update her Branch with how her course is going.</p>	LK	
5.	<p><u>RLL Project Manager Report – Rosie Ford:</u></p> <p>RF said she thought CK had covered it earlier in this meeting, however she will just recap by saying they had just finished Quarter 2 with a 53% outcome, so it is positive as CK said earlier.</p> <p>Recruited 187 Members in first 6 months,</p>	RF/CK	

	<p>198 Members on Courses. RF added they has been a dip in ULR's because of Remote Working but have 5 ULR's.</p> <p>Nationally 53.96% nearly above the 14% nationally over halfway through. RF said we are well on track especially with good response to remote working, so she does not know why this decision has been made and added we are all devastated.</p>		
6.	<p><u>Committee Members Reports:</u></p> <p style="text-align: center;"><u>ULR branch S97 (Mondelēz) Report</u></p> <p><u>ULR Reps</u></p> <ul style="list-style-type: none"> • Matthew Smith • Gavin Hughes <p>We are still waiting to establish a learning agreement with the company with the support of Chris peace. This was going to take place on the 08/04/2020 but due to COVID-19 it is still on hold.</p> <p>We are a small branch with roughly 110 members out of a possible 221. Me and Gavin are still speaking to members and non-members to raise awareness of courses.</p> <p>We have completed both our courses (Excellent experience with the process)</p> <p>We have a non-member who has just started the level 2 mental health first aid in the workplace.</p> <p>Also, a member showed interest in doing a speed typing / touch typing course which was found for them, and they are going to start with their learning.</p> <p>Matthew Smith</p> <p>7th October 2020</p> <p style="text-align: center;">RLLC report by Paul Rhodes Branch secretary W80 branch – West Yorkshire police.</p> <p><u>Update on Learning at W80 Branch.</u></p> <p>So far in 2020 we have had little development or progress with our Learning objectives. This has been mainly due to the Covid 19 crisis, which has taken up most of our representatives' times. We have been heavily involved in workplace meetings with the employer, discussing and debating the GMB position on health and safety, and employment regulation for our staff. Therefore, our duty time has been predominantly leaning towards health and safety and employment support of staff.</p> <p>We also have a major issue with funding, and redundancy in large numbers is a real issue we face now. We are also working on this with the employer. They have also added some major reorganisations of the workplace which has not helped us with a learning agenda.</p> <p>Due to a partial stop on recruitment I have lost the face to face meeting with new recruits where I advertised the learning support on offer by our branch.</p> <p>Despite these issues, we have lately had some enquiries about training and what is on offer in way of support for members.</p> <p>I have two recent enquiries I am working on with members. I hope to use the Branch Website to publicise our support, but a risk at the moment is I could become swamped with enquiries, and though we have funds at the moment this could quickly disappear if I don't observe a spending limit. I have put the learning agenda back on the branch meetings as a priority and will look for support from our reps to step up and help me.</p> <p>Best wishes to all involve in the RLLC Paul Rhodes Branch Secretary W80 branch.</p>	MS	PR

	<p>My committee member report – Louise Kavanagh:</p> <p>As a ULR and a member within a school, getting to see the other members recently has been difficult, due to staff working in specific year group bubbles. Despite this, I continue to spread the word about the available distance learning courses that are out there, as and when I see people. As well as sharing the information that Emma Bew our Project Worker has sent out. Off the back of talking to one of the cleaners, about the different courses that are available. She has become a GMB member and signed up to a level 2 distance learning course. Which, I know will help her a lot in her new role, working within our nursery setting.</p> <p>As L10's Lead ULR, I always have a slot on our branch's agenda. This is a great way of reminding members what is out there, as well as informing them about new things that come up and promoting them too.</p> <p>As well as this committee, I attend the monthly JTUC learning group that is usually based out of the Civic Hall in Leeds and share ideas from this group with my colleagues. The most recent idea from October's meeting was a Flash Fiction competition. You had to write a short story between 500-1000 words, it needed to relate to covid in some way. Two members of staff entered this competition, so fingers crossed their stories will do well.</p> <p>Recently, I attended the Regional School Forum where I put myself forward to be a backup person to attend the National School Forum if either of the other two could not attend. I also attended the Leeds Schools & Academies meetings. On the last two meetings I was invited to briefly talk about being a ULR and what learning opportunities were out there now. Both were great to be part and are a fantastic way for members to share best practices around learning.</p> <p>I am currently acting up from Deputy Chair to Chair for the RLLC, due to our current chair being ill. Get well soon Gary, all the committee send their best wishes for a speedy recovery.</p> <p>As acting Chair one of my roles is to sit on the Jo Cox Learning Fund panel. Since the last meeting just 1 application has come through.</p> <p>When I was reviewing the application, I noticed that her branch had not been contacted, to see if they would support her request for funding through a Branch Learning Fund. After some investigating, it was clear her branch was not aware of her application. So, with the members consent, I took her details to a branch meeting and put her application forward on her behalf as it was my branch, she was a member of. After deliberation, the branch members decided to support her request and granted, subject to the T&C, some money towards the cost of the course.</p> <p>I am happy to confirm that her Jo Cox Learning Fund application has also been reviewed and approved. So overall, the member is getting help with nearly half of the cost of her course and she still can apply to the National Lifelong Learning Fund for another contribution subject to T&C's.</p> <p>This member is over the moon and it is a life changing moment for her and her family. She can now go on and become a teacher and fulfil her dreams.</p> <p>Looking forward to more great interaction soon around learning.</p> <p>Amanda Burley's Report:</p> <p>Ab said she had received 2 enquiries from 2 of her Members. 1 was regarding the Drug Misuse Level 1 and asked EB if this member could be signed up for it and the 2nd one was dld, we offer a Basic Sign Language</p>	LK	
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	<p>Course. EB replied the BSL course is not funded and they would have to be referred to their Branch, Region and National for Funding and the member would need to source a course in their area and costings. EB said regarding the first interest they would go to the Skills Network and click on the link, then click on the course, read the background to the course then put it their shopping basket and then Enrol and fill in the course form. EB added please remind the member they must have the time as there are deadlines to meet and would be a cost to the member if they did not meet them. LK asked if I found out about the BSL course to please share with herself as she had also received enquiries on BSL. CK added that previously 2 members had applied for funding regarding BSL Courses.</p> <p>Cindy Gavin's Report:</p> <p>CG said she is in a unique position as she works in further education, so learning is always on their Agenda, so she has been pushing forward Google Training since we have all gone to working remotely. CG has been working on a package of Training with the college right now and knows it is not causally linked to our Union Learning Project. CG added concentrating on upskilling our Members and trying to encourage Non-Union Members to join GMB. CG said her Branch has had a Union Learn Fund for years and have supplied a few of her members with funding for various courses. CG added that her Branch would like to invite EB to attend 1 of their next Branch Meeting and give a talk about what is on offer. EB replied yes, she would attend and thanked CG for the invite. CG to send details to EB after this meeting.</p> <p>Claire Turner's Report:</p> <p>CT said things are a bit mad now with everything going on in the business. She works for British Gas and currently have consultations at present over changes to T&C's. they have Redundancies, changes to their Collective Agreement. CT added she knows they have a few members sign up for Mental Health Courses. CT added the good news is the Redundancies are not impacting their Branch Members but they are having a full internal restructure, so she currently waiting to find out what workload there is in Leeds in the future and how we can support members as there will be job changes where they may need further support and training.</p> <p>Emma Bew's Report:</p> <p>EB said she sends regular communications to all the ULR's. EB added that she is devastated over the news and with been working for GMB for 21 years now and has been part of the Project for 11 Years now and is the longest standing member of that. EB added that they have always had to work under difficult circumstances and had this threat. I am just devastated.</p>	<p>AB</p> <p>AB</p> <p>CG</p> <p>CT</p> <p>EB</p>	
7.	<p><u>RLLC Constitution/Aims-Draft 2:</u></p> <p>LK said with Farzana not been in Attendance today, did the Committee all agree for this item to be moved to the next meeting Agenda in November. All Agreed.</p> <p>AB added that she had mentioned Draft 2 at the recent REC Meeting that it would be at this meeting. The REC has asked AB that when we reach the final draft of this Constitution that we present it before the REC for them to sign off and Endorse, it will then be uploaded to the Regional Website. CG added that she was pleased that we are using the Regional Equality Forum Constitution as a Foundation of the Union Learn one and thanked for that. AB replied this is what this Committee is about with best shared practice and working together. AB added she was happy when the REC asked for it</p>	<p>AB</p>	

	to be presented and agreeing to sign it off as it shows the Region are committing to our future.		
8.	<p><u>RLLC Moving Forward:</u></p> <p>a) <u>Form of Words for REC:</u> AB reminded the Committee in the last meeting Cath P did say in moving forward, that if we devised a form of words that could be put before the REC, so then the REC can promote the Committee within the Region as to what we are about and where we want this Committee to go, Ab wanted the Committee to have a discussion regarding on how we moved this item forward and was open to ideas. LK said it is a good idea its just getting that drafted and having a couple of Committee to complete it. The Committee had a discussion, and all agreed to email AB with any ideas.</p> <p>b) <u>Committee Activist Update:</u> AB asked the Committee was it decided at the last meeting that we would all complete a little Bilbo and picture and send to AB via email. The Committee replied yes. AB added she had only received a few but not got round to sending them to CG who previously agreed to collate them all and devise the section for the Activist. CG suggested to send one snippet to the Activist each week so that we can put in what we have now and send them onto CJ and do another one later. All the Committee Agreed to this idea. AB to send email to all Committee members again asking for these items. AB thanked CG.</p> <p>c) <u>Agenda Item for All Branches-Learning:</u> AB said that we need to promote in their Branch Meetings to push to have Learning on their Branch Meeting Agendas as every workplace will be going through some sorts of cuts post covid and a lot of members will need to upskill/reskill. CK added the recommendation that Cath P mentioned was to put a paper to the REC was around the REC supporting and Endorsing that each Branch had a Branch Learning Fund as well as the potential of paying members subscriptions if they become Unemployed to retain their membership so they can access that Learning. This item could be an extension to that as in your role AB, Dave Flanagan's and Mike Wilson on the CEC as the Motion that went to Congress was that each Region had a Regional Learning Fund and unfortunately there are still 3 Regions that do not have them at this critical period, so means if a member is in a Region that does not have one then their postcode is a disadvantage at the point of Redundancy as they have nowhere to go because they are not likely to have a Branch Learning Fund if they don't have a Regional one. CK added the paper of the SMT is basically outlining that we should have a consistent approach measured against membership subscriptions no matter where you live or which Region you are in. This could work by intertwining to get a Regional By-Law that says that all Branches should have a Learning Fund, but right now it is down to you saying my Branch has one. The idea of Branches paying the unemployed subscriptions is about retaining membership and giving time to work with the individual and gives at least 6 months of contact with that member. CK asked AB if Learning was on the CEC Agenda. AB replied no but Learning has been discussed in other parts of the Agenda. AB said she will have a discussion with Dave F. LK suggested for the Branches who do not have a Delegate on this Committee, why don't we asked if one of us could be invited to their Branch Meeting to give a talk on this Committee to see if we can get one of them to attend this meeting and encourage a Branch Learning Fund as we need to be Pro-Active now and go to them. AB asked if Courtney could send a email to all the Branch Secretaries. CK Replied by saying this was a brilliant idea and this could be in the form of words to the REC and let the REC endorse what we are saying and then find out about the Branch Meetings as there used to be a list on the Regional Website as to when and where for most Branches in the</p>	<p>AB/All</p> <p>AB/CG</p> <p>All</p>	

	<p>Region. CK added then this Committee could set up a system of attending these virtual meetings as often or as frequent time that you have available. CG said all the above information can be added to the Activist section with AB's email address to contact her with the invites. CG added this idea is good because Branches who do have Learning Funds can talk with other Branches on how they set up the funding and what the process is for their members to access that funding and where to access further funding.</p> <p>d) <u>Picture College for Regional Website:</u> Committee all agreed that this item has been covered in Agenda Item 8.b and we will use that information for this item. CG asked if we had a Regional Logo and AB replied no. CK said there is a National Logo, and he will send over for us to use. CG thanked CK and asked him to send it to her via email.</p>	All	
	<p><u>A.O.B:</u></p> <ol style="list-style-type: none"> 1) AB raised that as a Committee to send Gary Wilson get well wishes and support as she feels this has been really bad timing for Gary as he has just been elected as Chair of this Committee and he is devastated that he has not been able to fulfil his role because of his health issues that have arisen, so is asking if the Project could send something to him on behalf of the Committee. CK replied yes and he will extend them wishes and the views, thoughts of the National Lifelong Learning Committee as well. AB asked if a Bouquet or something similar be sent too. CK replied of course he will sort something. All the Committee agreed and thanked CK. 2) LK asked as she is standing in as Chair did the Committee feel we should be asking someone to act as Deputy Chair for the time been just in case she cannot attend for any reason. All the Committee Agreed. AB to send out an email to all Committee Members to ask for a stand in. 	Ab/Project	

SIGNATURES:

CHAIR: L. Kavanagh.

SECRETARY: A. Bunley.