

LEAFEA termly network meeting

Friday 24 September 2010

Congress House, Great Russell Street, London WC1B 3LS

10:00am to 15:30pm

LEAFEA

LEAFEA exists to promote the development of adult learning in and by local authorities in England and every upper tier local authority in England is in membership. Adult learning is seen as a key component of local government agendas to help everyone achieve their potential, to give people a better quality of life, to promote health and well-being, to strengthen communities, to assist in providing work and to provide services that meet community needs.

LEAFEA carries out its function by:

- representing the views of local authority adult learning officers to government departments and non-departmental governmental bodies, the LGA, OFSTED, LSIS, the Skills Funding Agency, NIACE, and others as required
- communicating and receiving information about adult learning regionally and nationally
- supporting local authority officers in the strategic planning and delivery of adult learning.

The LEAFEA termly network meetings offer members the opportunity to:

- hear about emerging policies, practice and research
- meet representatives of key national organisations
- come together and engage in dialogue on current issues
- send messages to government departments and other agencies.

Background

We live in exciting times. We have a new government. They have announced many new policies but many others are yet to emerge. The government has launched numerous consultations over the summer period. Two of these have particular relevance to local authorities:

- Skills for Sustainable Growth: a consultation on the direction of skills policy
- A Simplified Further Education Funding System and Methodology.

Aims

The September 2010 network meeting will offer the opportunity to hear about and discuss:

- The future direction of government policies in relation to adult learning
- The new localism agenda and its likely impact on local authorities
- The LEAFEA response to the two consultations mentioned above
- Getting a Life: a cross-government programme to support young people with learning disabilities through education and into work
- Continuing collaboration with HOLEX.

Audience

Members of LEAFEA.

For more information, to download an application form or to reserve a place online, visit the NIACE website:

<http://www.niace.org.uk/events>

Enquiries to NIACE Events Team - Tel: 0116 204 2833 / E-mail: events@niace.org.uk
NIACE, Renaissance House, 20 Princess Road West, Leicester LE1 6TP

Programme

10:00 Arrival and registration (tea/coffee available)

10:30 Welcome and introduction

Morning session

- Alan Tuckett, NIACE
- Jane Bateman, BIS
- Paul Raynes, LGA
- Linda Jordan, Department of Health

13:00 Lunch

14:00 Afternoon session

- LEAFEA response to BIS consultations
- Future collaboration with HOLEX

15:30 Close of national meeting

The programme is correct at the time of going to press. The organisers reserve the right to make changes to the published programme in the event of one or more of the advertised speakers being unable to attend. Participants have no claim against NIACE in respect of such changes.

Event information

- Arrival and registration is at 10:00am for a 10:30am start. The event will end at 3:30pm
- Event fee per person: £100 (includes sandwich lunch, tea/coffee)
- **NB: NIACE does not charge VAT on event fees**
- Places will be allocated in order of receipt of completed application forms (one form per person) and restricted to the Local Authorities sector
- Video cameras may be in use at this event. If you do not wish to be photographed or appear on the video outputs please indicate this on the application form and make yourself known at registration
- Participants should be prepared to take their own notes as there will not be handouts for all sessions
- Application forms are individually acknowledged by e-mail. Joining instructions, including map and directions, will be e-mailed out one week before the event
- If you have not received an e-mail confirming your attendance and joining instructions 4 working days before the event please contact:

NIACE Events Team

Tel: 0116 204 2833

Fax: 0116 254 8368

Minicom: 0116 255 6049

E-mail: events@niace.org.uk

Application conditions

Event: Friday 24 September 2010

Closing Date: Thursday 16 September 2010

- Cancellations will only be accepted if received in writing before the closing date and will be subject to an administration fee of £50
- Substitutions are to be advised **5 working days** prior to the event
- A **10 working days** notice period is required for provision of electronic note-takers, sign language interpreters and transcription to Braille
- Places can be reserved online via: www.niace.org.uk/events
Alternatively completed and signed application forms can be faxed or posted to NIACE by the closing date. Reservations by telephone cannot be accepted
- Restricted to the Target audience: Members of LEAFEA, Local Authorities sector.

NIACE, the National Institute of Adult Continuing Education, was founded in 1921. The National Institute seeks to secure an education system responsive to the diversity of adults' needs and aspirations as learners, and in particular to those who benefited least from initial education. It is our belief that a system fit for adults of all ages and in all their complexity will work better for all learners.

The National Institute is active in many areas - in research, development, publishing, seminars, conferences and training courses, and has an active individual membership.

NIACE is a company limited by guarantee.
Registration no. 2603322 Registered charity no. 1002775.
Registered Address: 21 De Montfort Street, Leicester LE1 7GE

NIACE Events Team
Renaissance House, 20 Princess Road West
Leicester LE1 6TP
Tel: 0116 204 2833 Fax: 0116 254 8368
Minicom: 0116 255 6049
E-mail: events@niace.org.uk
Website: <http://www.niace.org.uk/events>



Please PRINT a copy, complete and return. Please complete the form in **CAPITALS**

My organisation has authorised my attendance on **Friday 24 September 2010, London**

Participant's details

Title _____ Full name _____

Job title _____ Organisation _____

Daytime tel No. _____ Mobile No. _____ Fax No. _____

Please provide an e-mail address that is your own and regularly accessed as this will be used to send you joining instructions.

E-mail

Please indicate which sector you work in: _____

Address _____

Postcode _____

This is my Home address Work address

Joining instructions will be sent by e-mail, if you would prefer to receive these by post, please tick this box

Payment - NIACE does not charge VAT on event fees (The signatory is responsible for payment)

Event Fee per person: £100 (includes sandwich lunch, tea/coffee)

NB: NIACE does not charge VAT on event fees

- Cancellations will only be accepted if received in writing before the closing date and will be subject to an administration fee of £50
- The full fee is payable prior to the event
- Substitutions to be advised 5 working days prior to the event

I enclose a cheque for £..... made payable to NIACE

Please send me a receipt

I enclose Purchase Order No. _____

and request you to invoice my employer for £.....

Please note that the absence of a Purchase Order/ Order Number will delay the processing of your application form.

Invoice address:

Please debit my credit/debit card with the value of £.....

We do not accept payment by AMEX

Valid from: Expires on:

Three digit security code on reverse of card:

Issue No: (Switch/Maestro)

Name as it appears on the card:

Cardholder's signature:

Cardholder's address:

Participant's requirements

| | |
|---|--|
| I have no special requirements | I will require a hearing loop |
| I will need support for my visual impairment | I will need wheelchair access |
| I will need an electronic note-taker | I will need facilities for an assistance dog |
| I will require a sign language interpreter (please specify) | |
| I require event materials in a specified format (please specify) | |
| I have the following dietary requirements (please specify) | |
| I have further additional requirements (please specify) | |
| NB: I do not wish to be photographed or filmed at this conference | |

NIACE requires a 10 working days notice period to make arrangements for electronic note-takers, sign language interpreters and transcription to Braille.

Sectoral Monitoring

| | | |
|------------------------------------|--|--------------------------------|
| Adult Education College | Community Education Provider | Further Education |
| Government Body | Higher Education | Information/ Guidance Provider |
| Libraries, Museums, Archives, Arts | Local Government (inc. Ed Authorities) | Media |
| Offender Education | Open, Distance or e-learning Provider | Union |
| Vocational Education and Training | Voluntary Sector and Charities | |

Ethnic and Equal Opportunities Monitoring

| | | | |
|---------------|---------------|------------------------|-------------|
| Bangladeshi | Black African | Black Caribbean | Chinese |
| Dual Heritage | Indian | Other Asian | Other Black |
| Pakistani | White | Any other ethnic group | |
| | | | |
| | | | |
| Gender | Female | Male | |
| | | | |
| Age | Up to 25 | 25 - 50 | 50 - 75 |
| | | | 75+ |

Agreement - I accept the NIACE Event Information and Application Conditions

| | |
|-----------|----------|
| Signature | Date |
| | |

C2017L01/0910

Event Date: Friday 24 September 2010

Closing Date: Thursday 9 September 2010

Data Protection Act

The National Institute of Adult Continuing Education (NIACE) is registered under the Data Protection Act 1998 (Registration Number Z7412510). Personal information supplied to NIACE will be stored securely and used in relation to NIACE's work. Full details of the purposes for which NIACE processes personal information is in our Data Protection Register entry, which can be found on the Information Commissioner's website www.informationcommissioner.gov.uk. At no time will we divulge personal information to third parties without your express consent. Participants may be contacted by letter or e-mail with details of future events and publications organised or promoted by NIACE which may be of interest to you. Database mailing update forms are sent out periodically. These provide you with the opportunity to have your details amended or deleted from the database. If you wish to receive such further information please tick this box

Please return completed application form to NIACE Events Team: Fax: 0116 254 8368
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