

# Minutes



Leading learning and skills

**Date** 16 May 2007  
**Subject** Local Council Meeting  
**Location** Centrepont  
**Time** 09:00 - 11:00  
**LSC office** London Central  
**Publication intent** Internal

**Present** David Congalton, Emprise Services Ltd  
Cllr Keith Cunningham, RBKC  
Keith Faulkner, Working Links  
Satnam Gill, Working Men's College  
Amanda Howells, Youth Crime Consultant  
Chris Heaume, Connexions  
Peter Ibbetson, Natwest (retired)  
Roy Lockett, Bectu (retired)  
Angela McConville, Vital Regeneration  
Sue Rimmer, South Thames College  
Yvonne Thompson, ASAP Communications  
Su Thomas, PACE

**In attendance** Jude Boardman, City of Westminster College (part item 4)  
Andy Bugg, Consultant for City of Westminster College (part item 4)  
David Pigden, City of Westminster College (part item 4)  
Robin Shreeve, City of Westminster College (part item 4)

**LSC staff** Les Denny, Provider Financial Support Manager  
Mike Fenton, Partnership Director  
Saskia Gretton, Secretariat  
Alastair Grindlay, Capital Programme Manager  
Jill Lowery, Area Director  
Caireen Mitchell, Partnership Director  
Raza Raheem, Regional Finance Director  
Simon Tolaini, Director Provider Financial Management  
Chris Wright, Partnership Director

**Apologies** Apologies have been received from:  
Lindsay Bates, Partnership Director

## **Item 1. Welcome and introductions**

- 1.1 Yvonne welcomed the delegates from City of Westminster College, LSC Finance and Property teams, who are all in attendance for part of item 4.

## **Item 2. Declarations of Interest**

- 2.1 Angela McConville declared an interest in Item 4. She is on the Board of Governors for City of Westminster College.

**Decision:** Agreed she could stay for the presentation, but not take part in any discussions.

## **Item 3. Minutes of the Last Meeting and Matters Arising**

- 3.1 Minutes were approved.

- 3.2 Action Points:

*5.6: Invite a member of the Regional Economic Development Team to a future meeting:* Will hold an information session on Regeneration, the Olympics and Offender learning on 29<sup>th</sup> June.

*5.6: Update on Diplomas to be circulated:* Included in the meeting papers as information item.

*6.1: Update on Diversity Analysis:* Included in the meeting papers as an information item. This was prepared by the HR team and goes into much more detail than the previous report, showing London Central statistics in the context of the other offices in the region.

## **Item 4. City of Westminster College Capital Proposal**

- 4.1 At the last meeting it was agreed that CWC could bring forward an in-principle application to this Council meeting.
- 4.2 Slides of the presentation, the designs, and supporting information expanding on the case for the chosen design were tabled.
- 4.3 Jude Boardman, Chair of Governors, Robin Shreeve, Principal, David Pidgen, Deputy Principal (and Project Lead) and Andrew Bugg, Project Manager for Knight Frank outlined the proposal.
- 4.4 The key points of the presentation were:
- a. The new building will enable the college to meet the needs of local people and local employers.
  - b. The nature of the borough has had an impact on the type of building and location.
    - The profile of the borough means that any new building has to be of high architectural merit.
    - The area has a high building density.

- The design will have to address potential barriers to planning permission, such as neighbours' access to light.
    - Acquiring a new site is an expensive proposition, if one could be found, so the building will have to be demolished.
  - c. The costs were revised since the last meeting including changes to the refurbishment cost for Maida Vale and the sports hall to meet Sport England requirements.
  - d. The decant plan was well developed:
    - The current site of the Paddington Academy will be vacant from September 2007.
    - The college have agreed a reasonable rent with the City Council, with an increase rent if they extend their lease.
    - However, this option is time limited, so in principle approval is urgent.
- 4.5 The Council discussed the proposal with the college representatives in particular.
- the extent to which the learner numbers planned for the new build could increase beyond the level proposed.
  - the extent to which the Project Manager would incur penalties if the programme or budget overran.
  - whether the Skills Pledge would impact upon the college future provision.
  - whether the refurbishment costs at Maida Vale represented a robust outturn position.
  - the views on the impact of funding changes upon the college income streams.
- 4.6 The college representatives left the meeting and the Council discussed the proposal further.
- a. Alastair Grindlay reported that the LSC had begun a further study of the value for money of the scheme to ensure that the costs were appropriately stated. The emerging finding was that some further work was needed before the application could be recommended for approval to the national committee.
  - b. Notwithstanding the costs review, there was strong support from the Council for the proposal.

**Decision:** The Council recommended the proposal for in principle approval, subject to a smaller group of Council members considering the outcome of the further review of costs.

**Action: Satnam Gill, Peter Ibbetson, Keith Cunningham and Keith Faulkner to consider further information provided on costs.**

**POST MEETING NOTE: The college subsequently submitted revised costs for the project, following a report by the LSC's consultants. The revised costs were reviewed by the LSC, and a recommendation was made to approve the project in principle. This was endorsed by email by the sub group of the local Council but in doing so members registered concern and disappointment that the total costs were only reduced by adjusting the contingency and value engineering some mechanical ventilation costs. These comments have been raised with the national property team. The project has now received approval in principle by the national Capital Committee and will return for in detail approval later this year by which point any outstanding cost issues will be addressed.**

#### **Item 5. Review of London Central Annual Plan 2006/07**

- 5.1 Chris Wright outlined the paper reviewing the annual plan. Given that this has been a year of great change, we have made good progress against the 31 actions.
- 5.2 The key points of the discussion were:
- a. We are a commissioning body. Most of the progress we make is dependent on our providers. Success rates are going up, and we are indebted to Colleges for this.
  - b. Provision for LLDD's is coming into the heart of planning.
  - c. There is a tension in adult provision between addressing child poverty, worklessness and raising skills in the workplace. DWP and JCP are now very focused on Job Progression. Council members raised the role that employers can play in addressing worklessness and the place for Train to Gain in this.

**Action: Council members requested an information session or briefing note on Offender Learning and Skills Service**

**Action: CM to provide update on performance of the brokerage system**

#### **Item 6. Spring Performance Review 2007**

- 6.1 The Sub-Regional Spring Reviews inform the London Spring Review with Mark Haysom. The review is based on Self-Assessment and focused on Train to Gain, Workbased Learning, NEET and 14-19, Capacity Building and Capital.
- a. T2G - currently at 25% of profiled performance, but improving. Looking to achieve 70% of annual target. Have moved performance management of T2G providers to the partnership teams which is having a positive impact.
  - b. WBL – Success rates are going up (60% compared to 57%) but volumes have been reduced. This was a deliberate strategy, however it means performance against budget is down 10%

- c. NEET – Although this will remain a challenge, the sub region has over achieved its targets.

**Item 7. Funding Allocations 2007/08**

- 7.1 Jill Lowery outlined the current position and the impact of the changes since the last meeting. She provided an update on ESOL transitional support funding which has been made available to providers in London to stabilise provision in 2007/08.

**Item 8. Any Other Business and Date of Next Meeting**

- 8.1 The next meeting is scheduled for the 29<sup>th</sup> of June. This will be an information session on Regeneration, the Olympics and Offender Learning.

<b>Meeting chair</b>	Yvonne Thompson
<b>Minute taker</b>	Saskia Gretton
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