

# Minutes



Leading learning and skills

**Date** 14 June 2007  
**Subject** London Regional Board  
**Location** Centre Point  
**Time** 10.00am  
**LSC office** London Region  
**Publication intent** Internal

**Present** Rod Kenyon (LW- Chairman)  
David Hughes (RD)  
Raza Raheem (Director of Finance & Resources)  
Sandra Moore (LE)  
Caroline Allen (LS)

**Apologies** Frances O'Grady (National Council)  
Claire Ighodaro (National Council)  
Keith Faulkner (Regional Audit Committee)  
Roger Mills (LS Council Member)  
Yvonne Thompson (LC)  
Peter Lyne (LN)

**In attendance** John Hyde (Hit Training)  
Jenny Simmonds (note-taker)

## **Item 1. Action points from the previous meeting**

1.1 The notes of the previous meeting were **AGREED** as an accurate record.

1.2 Leitch update –

The implementation plan has been delayed until July due to discussions about the spending review.

1.3 LLDD –

The vision statement has been changed to incorporate the comments made at the last meeting. The order of the strategy has been changed and the strategy groups will now consult with employers.

**Action: Board members to pass on any further comments during the consultation period of 21<sup>st</sup> June to the end of July.**

1.4 Recruitment –

The recruitment of the new board has been delayed until the Autumn. Chris Banks will write to the Chairs in the next few days with more details on the process. It is anticipated that the local councils will exist until January.

**Action: David to send a note to the Chairs asking them to hold a local council meeting in September/October.**

### **Item 2. Spring Review**

- 2.1 DH introduced this report and highlighted the main points the board needed to be aware of:-
- a) The overall 16-19 number in London is 81%, which is the highest percentage London has had and is above the National average.
  - b) The biggest worry is the fall in participation in WBL, which has occurred through the release of some providers with poor performance. We are currently procuring, but new providers are not coming through yet. The contract panels are having regular meetings to try and address this.
  - c) It has been difficult to plan FL3 numbers, as we weren't aware of new academies. We are now working with the Academies Unit to try and address this.
  - d) The number of people achieving Level 2 and 3 has risen, and is now comparable to or above the national average respectively. We are working to increase this further.
  - e) There has been a drop in percentages and amounts of the adult residual budget, but they are still higher than the other regions.
  - f) Our success rates have increased and we have come from being behind the national average to being ahead.
- 2.2 RK asked if a 2 page summary document could be produced for future meetings with key facts and figures.

**Action: Summary documents to be produced for future meetings detailing performance figures for London.**

### **Item 3. Capital Project Applications**

- 3.1 RR recently met with Peter Ibbetson (PI) to discuss the setting up of the Capital Taskforce group. RR will send the feedback discussion points to PI for his approval, before circulating them to the board.
- 3.2 PI is keen to use existing expertise of analysing capital projects at local Council level, and embed them with other experts into the Taskforce.
- 3.3 The TOR are being amended to include the points discussed at the meeting with PI, and will be discussed at the next board meeting.

**Action: The Capital Taskforce TOR to be submitted at the next meeting for the Board's approval.**

- 3.4 DH advised how we would like to work towards a shared service approach with Colleges, where they could own and share professional expertise associated with large capital projects, which the LSC would support. This would result in a saving of resources and consistent professional advice. RR will be raising this matter with London Colleges.

- 3.5 Regional Capital Management Group – RR advised how this executive body would work alongside the Taskforce in developing regional criteria, which would stand alongside existing national standards in appraising London's capital projects. This would enable prioritisation of projects, early indication of whether projects were in line with strategic priorities, and avoid duplication of learning facilities attracting the same learners etc.
- 3.6 RR is part of a national group looking at the appraisal of capital applications, which for the first time is to include their social and economical impact on their local community. The group is pushing for changes to be made to increase the flexibility on the use of capital.
- 3.7 The Capital Plan is being discussed at the Capital Committee meeting on 16<sup>th</sup> July. RR will incorporate the comments made at the meeting into the plan before circulating it to the board.

**Action: RR to circulate the final version of the plan to the board.**

#### **Item 4. London Skills and Employment Board (LSEB) update**

- 4.1 DN summarised the paper and updated the board on the key issues.
- 4.2 The strategy development has been a difficult process. The LSC has produced 6 key proposals, including an account management service for large employers, and the Board now needs to work together to achieve these.
- 4.3 RK recently met with Murziline Parchment from the GLA and it was suggested that the board meets with Harvey McGrath, the Vice Chair of the LSEB. The meeting will help the board prepare for working with the LSEB in the London Regional Board's new role.

**Action: DH to try and arrange a meeting between Harvey McGrath and the Chair in the next 4-5 weeks.**

- 4.4 The board will look to DH for an update on the LSEB and the strategy.

**Action: DH to circulate the strategy to the board once it's been finalised.**

#### **Item 5. Train to Gain Performance**

- 5.1 Train to Gain's current performance is poor and the paper shows what needs to be done to turn things around.
- 5.2 FE colleges are not delivering Level 2, and there have been issues with providers about this. There has also been a large growth in ESOL, so colleges haven't had to respond to TtG as much as they need to.

#### **Item 6. Train to Gain presentation from HIT Training**

- 6.1 HIT Training has been running TtG effectively and their presentation showed how their business model is different to those being used by colleges. 10% of the delivery of TtG has come from HIT Training.
- 6.2 TtG has been set up badly as a traditional programme, which is having difficulties as it's completely different to any other programmes people have experienced before. The systems haven't changed to reflect these changes, and the difficulties this has caused is shown in HIT's presentation.

**Item 7. Any other Business**

7.1 No matters were raised.

**Item 8. Date of next meeting – Monday 24<sup>th</sup> September, 10.00-12.00 at Centre Point**

<b>Meeting chair</b>	Rod Kenyon
<b>Minute taker</b>	Jenny Simmonds
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