

# Minutes



Leading learning and skills

**Date** 18 July 2006  
**Subject** London West Learning & Skills Council  
**Location** Central House, 3 Lampton Road, Hounslow  
**Time** 14:00  
**LSC office** London West  
**Publication intent** Internal

**Present** Rod Kenyon - Director British Gas Engineering Academy  
Clare Arnold - Area Director London West LSC  
John Hensley – Councillor, London Borough of Hillingdon  
Rachel Davies - Principal Uxbridge College  
Saeed Gillani - Principal Accountant Gee Kay Farrar  
Javed Khan - Director of Learning Services Harrow Council  
Sailesh Devani - General Manager Connexions London West  
Frank Wingate - Chief Executive West London Business

**In attendance** Caron Lynch - PA to Clare Arnold

**LSC staff** Lindsay Bates - Partnership Director, Ealing and Hammersmith & Fulham

**Apologies** Apologies have been received from:  
Andrea Berkeley - Headteacher Preston Manor High School  
Sue Ferns - Head of Research & Specialist Services Prospect  
Geoff Crispin – Vice-Chancellor Thames Valley University  
John Stone – Chief Executive Learning and Skills Network  
Jeremy Crook - Director Black Training & Enterprise Group  
Brian Noble - Network Manager Business Link for London  
Peter Holmes – Partnership Director London West LSC  
Chris Smith – Finance Director London West LSC

## Item 1. Welcome and introductions

1.1 The Chair welcomed all to the meeting.

## **Item 2. Harrow College Capital Support Submission**

- 2.1 Clare Arnold introduced Barbara Field, Principal of Harrow College and Trevor Bumphrey the Corporation Chairman, who presented their submission for Harrow College Capital support for the Council to agree in principle.
- 2.2 Barbara explained the history of how Greenhill and Weald Colleges had merged into Harrow College, but operated on two separate sites. After analysing the changing business needs of the college and lack of social space for students, she approached the LSC with plans to revitalise the college estate. Through rationalising and sharing curricula Harrow College has had to work with other colleges, focussing on their own strategic future. With particular focus on LSC target groups, the college's current broad curriculum offering would also promote entry level training in retail, construction and horticulture. As a college they are also fully prepared for an adult curriculum as there is very little skills delivery in Harrow. The College is specifically looking to build on a single site to bring together the two campuses, which would also improve operational issues. Further benefits include an enhanced student experience and the increased ability of Harrow College to meet targets.
- 2.3 Questions and comments were opened out to the floor. Rachel Davies questioned the college's strategy in relation to the wider Harrow strategy. Barbara Field addressed her concern and stated that Level 1 and Level 2 were being offered in the college, but also for people across the border in Brent. Offering primarily classroom based learning; she is convinced that it is important to build progression pathways with the Skills Centre.
- 2.4 After a discussion between members Rod Kenyon advised the Council that if the group as a whole supported the proposal in principle, it would be in due course submitted to the Capital Committee for authorisation.

**Decision:** The Council unanimously agreed to support the proposal in principle and to provide a recommendation to the Capital Committee.

## **Item 3. Minutes and Matters arising from the meeting held on 16 May and update on Harrow Collegiate Bid**

- 3.1 The minutes were approved as an accurate record.
- 3.2 Clare Arnold informed the Council that she and David Hughes are meeting with Harrow Collegiate representatives 20 July to discuss the current position of the bid. Since the last Council meeting, Clare Arnold and Peter Holmes met with the Collegiate representatives, where there was a robust exchange of views and inability to take the process forward. Javed Khan appreciated the difficult position for LSC officers, but feels the reputation of LWLSC has been damaged across Harrow due to initial support of the proposal which is not currently being progressed. Rod Kenyon stated that there is only one LSC of which London West is merely a "branch" and decisions have been made at certain levels and was sure an appropriate recommendation would be reached shortly.

#### **Item 4. Three Consultation Proposals**

4.1 Clare Arnold informed the Council that LWLSC have received a proposal to expand the capacity of John Kelly Boys' and John Kelly Girls' Technology Colleges in Brent. It was noted by Council members that a response was made on 7<sup>th</sup> July and local authorities and the LSC are in support of the proposal as there is a shortage of school accommodation in Brent.

4.2 Clare Arnold informed the Council of an outline proposal received to merge Spelthorne and Brooklands Colleges in Surrey.

**Decision:** The Council approved a response to the proposal which emphasised that further consultation needs between the college and West Thames need to take place to ensure there is geographical and curriculum synergy between them.

4.3 Lindsay Bates informed the Council of a proposal received to open a sixth form at Featherstone High School. The school has been informed by the DfES that they have qualified as a high performing school to open a sixth form and are encouraged to do so. They already have the status of Sports Specialist School, and as of April 2006, a status of Vocational Education.

**Decision:** The Council approved a response to the proposal based on a requirement to consult with the other providers of post 16 education in the Southall area to avoid duplication of provision.

#### **Item 5. Annual Plan – Update 2006-07**

5.1 Lindsay Bates addressed as follows:

5.2 Priority 1 – 1.2 – Sixth Form: A bidding round for this year only for exceptional funding where schools anticipate increased in September 06. Bids have been received from 8 LW schools.

5.3 1.4 – There has been an increase in provision for E2E in Hillingdon from August 06 to reflect the above LW average of Not in Employment, Education or Training (NEET) group. (9.2% average compared to 9% average)

5.4 Train to Gain profiles and targets are being negotiated, following a completion of scoring bids.

5.5 2.2 – Uxbridge College will support the West London sub-regional providers for delivery of the School Support staff qualification.

#### **Item 6. LID Plan – Update 2006-07**

6.1 Clare Arnold informed the members that the Council needs to agree the Local Initiative Development Fund plans each year. The regional budget has decreased by 30%. The 06/07 budget for London West stands at £1,800,000, including Area Inspections Action Plans.

6.2 Funding has been allocated to meet the requirements of both the Ealing and Hammersmith and Hounslow Area Action Plans.

6.3 14-19 – There is a focus on the development of specialised diplomas for 2008, and it is expected that LIDF will support this. In addition projects will be sought to enhance career events and work in careers guidance within London West.

6.4 TEC Legacy Fund – This is a balance of money left over once the TEC's final accounts were agreed. It is restricted geographically and dependent upon which Tech generated the balance.

**Decision:** The Council agreed that funds are to be used for work based and work related projects. The Council noted the projects to date and that the balance of £150,000 is to be spent by March 2007.

**Decision:** The Council agreed LID allocation for London West LSC.

#### **Item 7. Theme 7 – London Structure**

7.1 Clare Arnold informed members that all Partnership Directors and Partnership Managers have been appointed at London West. The Partnership Directors are as follows:

- Lindsay Bates – Ealing and Hammersmith & Fulham
- Peter Holmes – Brent and Harrow
- Ellen Quaye – Hillingdon and Hounslow

7.2 Clare Arnold indicated that the ESF team led by Claire Dimmer has not been finalised as yet. She also informed members that just over 50% of posts have been filled. Clare Arnold informed the Council that she is aiming for end of August to finalise staffing for London West. Names of appointees would be circulated to Council members once agreed.

#### **Item 8. Any other business**

8.1 Mayoral Powers – Rod Kenyon informed the Council of the announcement to extend the powers of the Mayor in London. Ken Livingstone will chair the new London Skills and Employment Board. There will be 15 members including representation from Job Centre Plus and the LSC's London Regional Director. The Board will be responsible for developing post-19 adult skills and training strategies, which will inform the Learning & Skills Council Regional Plan. There were still issues to be clarified and resolved in particular how it impacted on the existing LSC structures in London. A meeting for all London Council Members to clarify the position will take place in September.

#### **Item 9. Date of next meeting**

9.1 The next meeting of the London West Learning and Skills Council will take place on Tuesday, 19 September at 14:00, with refreshments available from 13:30.

<b>Meeting chair</b>	Rod Kenyon
<b>Minute taker</b>	Caron Lynch
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