

Minutes



Leading learning and skills

Date 19th September 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 - Chair London West LSC
Clare Arnold - Area Director - London West LSC
John Hensley - Councillor, LB Hillingdon
Javed Khan - Director of Learning Services, LB Harrow
Saeed Gillani - Principal Accountant, Gee Kay Farrah
Frank Wingate - Chief Executive, West London Business
Brian Noble - Network Manager, Business Link for London
Sue Ferns - Head of Research and Specialist Services, Prospect
Geoff Crispin - Vice Chancellor, Thames Valley University
Paul Raina – Managing Director, Training and Assessment Services Limited
Sailesh Divani – General Manager, Connexions

In attendance
Katrina Carney (SEC)

LSC staff
Ellen Quaye - Partnership Director for Hillingdon & Hounslow LWLSC
Chris Smith - Finance Director - London West LSC
Lindsay Bates - Partnership Director - Ealing
Hammersmith Fulham - LWLSC

Apologies
Apologies have been received from:
Vijay Amin – Managing Director, ABi Associates Limited
Andrea Berkeley - Former Headteacher of Preston Manor High School
Rachel Davies - Principal, Uxbridge College
Jeremy Crook - Director, Black Training and Enterprise Group

Item 1 - Opening Remarks from the Chair

RK welcomed all attendees to the meeting and apologies were noted.

RK informed all attendees that due to his departure from London West LSC, Peter Holmes, former Partnership Director for Brent and Harrow would no longer be in attendance at future meetings. The Council wished him all success in the future.

Item 2. Approval of minutes & Matters Arising from meeting held 18th July

CA requested that an amendment be made to the minutes of the meeting held on 18th July 2006:

Item 6 - LID Plan - Update 2006-07, point 6.4, currently reads:

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

CA requested that the word "*Tech*" be changed to read "*Tec*".

With this amendment the minutes were agreed as an accurate record of the meeting.

Item 3. Update on Harrow Collegiate bid

CA gave an update on work to date, and additionally it was noted that:

A Consultation briefing document outlining this area of work has been finalised and distributed to 5 Consultant agencies taken from the LSC Approved Provider listing. Of the 5 agencies sent an outline tender, 2 agencies, KPMG and Bentley-Jennison have submitted proposals.

These 2 agencies have been called to interview at the offices of LWLSC on 29th October 2006. The interview panel will consist of:

- Clare Arnold, Area Director, London West LSC;
- Barbara Field, Principal, Harrow College;
- Sue Hammond, Head Teacher, Whitmore High School and
- John Reavley, Head Teacher, Rooks Health High School.

The aim is to have work on this completed by Christmas 2006.

A discussion on this issue was held by attendees:

- RK gave an outline on work undertaken by both the London West LSC and previous decisions made by the London West Council on this issue;
- SG queried past precedents in relation to work similar to that of the Harrow Collegiate. JK added that the comments made by SG were refreshing to hear. CA/RK agreed with this, however CA stated that following ongoing

discussions the decision to bring a consultant agency on board was a step forward.

CA also outlined that the DfES have deemed 2 additional Harrow secondary Schools as high performing and therefore these 2 schools, Canons High School and Hatch End High School now have the ability to proceed to incorporate their own 6th forms.

Further updates on this issue will be given to attendees at future meetings.

Item 4. Annual Plan - Update 2006-07

EQ gave an update on this item, referring to the paper distributed to Council members and additionally it was noted that:

- **Priority 1- Improve educations opportunities for all Young People**

EQ stated that within London, £2m has been allocated to deliver Olympic provision. FE Colleges have been asked to support this initiative via their Level 2 provision, and discussions with FE Colleges to date are positive. A future decision on exact spend will be undertaken by the London Management Group at a future date.

JH requested full borough and ethnicity analysis of NEET provision, as outlined in the paper. SD agreed to provide this.

- **Priority 2 - Tackle London's skills gap**

EQ stated that under the Train to Gain initiative, it is anticipated that contracts would be with Providers by the end of September 2006. Bids for the Women's Pilot are currently being assessed and this tender round should be completed by 1st November 2006.

- **Priority 3 - Integrate skills with regeneration**

EQ stated that under the City Strategies initiative, both London West LSC and London East LSC have been identified by the London Development Agency (LDA) as pathfinders to develop strategies and initiatives to access to employment opportunities for the workless.

FW outlined the work that West London Business is involved in with regard to the worklessness initiative.

- **Priority 5 - Upskill the Public Sector workforce**

Representatives from London West LSC had attended a recent London Borough of Ealing Apprenticeship Scrutiny Panel. LB stated that this meeting had been extremely useful in outlining the relationships with Providers and Colleges with

regard to apprenticeships. LB stated that the LSC had been invited to work with representatives from the LB Ealing in writing a paper on this issue for the next meeting of the Scrutiny Panel.

JH outlined the work he was involved in with regard to apprenticeships, together with ongoing work surrounding planning provision within local authorities. It was agreed that JH would update Council members on this work at a future date.

RK offered the LSC assistance with work undertaken with LB Ealing representatives for future Scrutiny Panel meetings. This assistance was welcomed by LB.

- **Priority 6 - Transform the learning and skills sector for agenda for change**

EQ stated that the progression rate for London West LSC E2E provision is 52%. First inspection of an ESF provider has taken place. Acton Training Centre was inspected between 5-8th September 2006 and received provisional Grade 3's.

Priority 7 – Improve our effectiveness at a regional and local level

EQ stated that the agreement of challenging Equality and Diversity Impact measures was a priority area for all FE Colleges. Evaluation of 05/06 programmes show programmes working and it this will continue in 06/07. CA stated that a full breakdown of this information was available. It was agreed that EQ would compile a breakdown of full year data for 04/05 and information to date for discussion at a future council meeting.

Decision:

Priority 1 - **SD** to provide Council members, specifically JH, with breakdown of NEET information by borough and ethnicity.

Priority 5 - **RK** to provide assistance to LB in ongoing work with London Borough of Ealing.

Priority 5 - **JH** to provide a full update on his work with regard to Apprenticeships at a future meeting. Date to be confirmed.

Priority 7 – **EQ** to compile 04/05 full year data breakdown for discussion at a future Council meeting.

Item 5. Capital Strategy

CA gave an update on this item, referring to the paper distributed to Council members and additionally it was noted that:

An amendment was required to Annex B of this paper. Item 4 currently reads,

“A further dimension is the aspiration to achieve 100% participation in Harrow. This will result in there being some expansion of capacity in Harrow. The first proposal has been turned down by the Regional Director of the LSC and further work is now being undertaken to retain the original aspiration but use a new delivery model”.

CA informed Council members this paragraph is actually incorrect. RK agreed with this inaccuracy and it was noted a correction will be made in the final paper.

Item 6. London West Priorities for 2007/08

LB gave an update on this item, referring to the paper distributed to Council members and additionally it was noted that:

Previous plans, particularly in the London region, varied widely. It is hoped that this and future plans produced in the London region would be similar in structure and therefore feed more easily into the regional statement of priorities.

Under point 3 – “Equip Londoners with skills to benefit from investment in London 2012 Olympic games”, FW outlined work being undertaken by West London Business. It was agreed that FW would provide LB with some background on this work.

- **World Skills 2011**

A discussion on this area of work was held by Council members. RK requested further dialogue on this, however it was noted that clarification would be required as to whether this work was regional or local. It was agreed that CA would invite Jacqui Henderson to a future Council meeting to discuss this area of work.

Decision:

FW to provide LB with work undertaken by West London Business in relation to 2012 Olympics.

CA to ensure Jacqui Henderson is invited to a future Council meeting to discuss work on the 2011 World Skills.

Item 7. Theme 7

CA gave a verbal update on this area of work.

- **National / Regional issues**

RK outlined the future role of the LSC Executive Capacity, and a letter from Chris Banks, Chair of National Council, was distributed to Council members for information. RK emphasised that the LSC is required to and would fully embrace a regional agenda, which was likely to involve a strengthening of Regional Boards. This may well mean the end of local Councils as at present and they would be replaced by appropriate grouping of organisations interested in learning and skills. In London there was the addition of a London Skills and Employment Board chaired by the Mayor with responsibility for the post 19 agenda..

RK invited Council members to write to Chris Banks with any concerns they may have. Should Council members wish to write to Chris Banks, it was requested that copies of letters should be copied to RK in capacity of local Chair.

- **Local Issues**

CA stated that internally, the new local structure was now in place and staff are now working in borough teams. A copy of the new London west structure was distributed to Council members.

Vacant posts within the structure will shortly be advertised.

Item 8. Any other Business

- **Correspondence from Edge Foundation:**

Copies of sealed correspondence received from The Edge Foundation for individual Council members was distributed at this point. It was noted that whilst this was distributed at the meeting, the LSC did not necessarily endorse the contents of the documents.

- **Date of next meeting:**

The next meeting of the London West Learning and Skills Council will take place at 2:00pm on 21st November 2006, with refreshments available from 1:30pm.

Meeting chair	Rod Kenyon
Minute taker	Katrina Carney
Date created	27 September 2006
Document ref.	G:\LWLSC Council meetings\19Sept \low-londonwestlearningandskillscouncilmeeting-minutes-19sept.doc