

Minutes



Leading learning and skills

Minutes of meeting

Date 18 January 2005
Subject Council Meeting
Location London West LSC
Time 14:00
LSC office London West
Publication intent Public

Present

Peter Pledger - Executive Director / London West LSC
Vijay Amin - Director / ABi Associates Ltd
Andrea Berkeley - Headteacher / Preston Manor High School
Geoff Crispin - Vice Chancellor / Thames Valley University
Jeremy Crook - Director / Black Training and Enterprise Group
Rachel Davies - Principal / Uxbridge College
Sue Ferns - Head of Research & Specialist Services / Prospect
Javed Khan - Director of Learning and Community Development / Harrow Council
John Stone - Principal Ealing, Hammersmith & West London College
Sailesh Devani - General Manager / Connexions London West
Brian Noble - Network Manager / Business Link for London
Andy Mitchell - Team Leader / Government Office For London

In attendance

Vicki Fagg - Principal/College of North West London (CNWL),
Ashok Patel - Finance Dir/CNWL,
Malcolm Rapier - Assistant Principal / CNWL, for item 4.

LSC staff

Clare Arnold - Director of Operations & Quality
Peter Holmes - Director of Planning and Development
Rose Turner - Head of FE & Provider Contracting, item 4
Claire Dimmer - Head of European Social Fund, item 5

Apologies

Apologies have been received from:
Rod Kenyon - Director / British Gas Engineering Academy
Paul Raina - Managing Dir / Training & Assessment Services
Gillian Guy - Chief Executive / London Borough of Ealing
Jonathan Hood - Exec Vice Chairman / Cadogan Tate Group
Isobel Morton OBE - District Manager / JobCentre Plus

Item 1. Opening Remarks from the Chair

- 1.1 Andrea welcomed those present, especially new member Jeremy Crook who has taken over Tim Houghton as the voluntary sector representative and Sailesh Devani, who has taken over as the Connexions observer.
- 1.2 Dinah Caine and Tim Houghton have left London West LSC.
- 1.3 John Taylor, Director of Finance, has also left London West LSC.
- 1.4 Gillian Guy will be leaving her post at Ealing Council in June.

Item 2. Minutes and Matters Arising of meeting held on 21st September 2004

- 2.1 Javed said that under agenda item 5 he mentioned the 'appropriate balance between funding and accredited learning' was not minuted.
- 2.2 John said that at the last meeting it was minuted that 'E2E money had been taken from West Thames College and given to Carillion' under agenda item 3, it should have said that the 'principle of low achievement should have equally applied to Carillion as well as West Thames College'.
- 2.3 With these amendments the minutes were approved as an accurate record of the meeting.
- 2.4 Agenda item 2.2 – Jonathan Hood accepted the position of Chair of the Audit Committee

Item 3. Minutes of Audit Committee Meeting of 14th September 2004

- 3.1 It was noted that the Audit Committee last met on the 14th September 2004. At this meeting the Audit Committee looked at, and agreed, the Assurance Statement 2003/04. The PFA Service Level Agreement and Performance Indicators were also agreed.

Decision: The London West Learning and Skills Council noted the minutes of the Audit Committee meeting of the 14th September 2004 and agreed the appointment of Jeremy Crook to the Audit Committee.

Item 4. Capital Bid – College of North West London

- 4.1 It was noted that a capital expenditure proposal has been received from the College of North West London (CNWL).
 - Council members had received a related council paper on this capital bid from the CNWL on 20th January 2004. The Council agreed to recommend that the National Capital Committee give support of 35% in principle, which it did on the 9th March 2004.
 - The proposal currently under consideration differs from the original capital bid and the financial analysis justifies a lower level of support.
- 4.2 Andrea welcomed Vicki Fagg, Principal CNWL, Ashok Patel, Finance Director CNWL and Malcolm Rapier, Assistant Principal CNWL.
- 4.3 Vicki thanked the London West Learning and Skills Council for allowing her to present the capital bid. It was noted that:
 - CNWL was enjoying an improving reputation, gaining 3 Full CoVEs and Beacon Awards in three categories. It also had a buoyant 2004 enrolment, a good inspection last year and returned to 'financial category A'.

- CNWL has 3 sites plus a rented workshop, all of which need improving.
- This bid addresses the building of a brand new Kilburn Centre and rebuilding the Willesden Centre.
- The project will enable the college to improve its space utilisation and quality of accommodation. The new Kilburn site will provide an appropriate mix of flexible teaching and learning resource space. The Willesden site will provide a mix of appropriate teaching space for the college's 3 CoVEs and also incorporate the Palace of Industries provision as a new build.
- The Wembley site comprises two buildings and represents 25% of the College floor space. The site needs extensive development to make it 'fit for purpose' but this is not included in the capital bid.
- Agents have been appointed to dispose of the existing Kilburn building and full planning consent has been granted by the London Borough of Brent.
- CNWL is asking London West LSC to support the capital bid at 35% grant, if this is not given it could affect its 'financial category A' status. Every 5% reduction increases cost by £55k revenue funding per annum and also £60k additional capital repayments to find per annum.
- Vicki informed the Council that this capital bid meets the needs of the community of London West and Government priorities.

4.4 Andrea thanked Vicki and her team for the presentation and asked Council members to direct any questions to the panel.

Council members raised questions with the panel on their proposal.

4.5 Andrea thanked Vicki and her team and asked them to leave the boardroom so that the Council could deliberate the proposal.

4.6 Peter informed the Council that there is a solid argument to develop the Kilburn and Willesden sites. This proposal brought before the Council today differs from the original proposal because includes locating the Palace of Industries provision at the Willesden site and the financial position has changed. The Council need to determine the level of support it is prepared to recommend to the National Capital Committee. On page 5 of the paper, the impact of alternative funding rates gives a detailed breakdown of the effect of funding at 15%, 25% and 35%.

4.7 Following a full discussion the Council approved the capital development and agreed to recommend LSC support at 25%.

(Vicki and her team were asked to come back into the meeting to be informed of the decision).

4.8 Andrea informed Vicki and her team of the decision taken by London West Learning and Skills Council to support the capital bid at 25%.

4.9 Vicki thanked Council members and informed them that she will notify the Governors of the College.

4.10 It was agreed that Peter would notify the National Capital Committee.

Action: Peter Pledger

Decision: The London West Learning and Skills Council Agreed to recommend to the National Capital Committee that this capital bid from the College of North West London is supported at a 25% capital grant subject to the condition that any excess

land sale value receipts over the expected £5.7m for the Kilburn site are returned to the LSC as reduced grant.

Item 5. European Social Fund - Allocations

- 5.1 It was noted that Rachel Davies, Andrea Berkeley, John Stone, Vijay Amin, Prof Geoff Crispin, Sailesh Devani, Javed Khan, Isobel Morton, Gillian Guy, Rod Kenyon and Brian Noble had expressed an interest on this agenda item.
- 5.2 Andrea welcomed Claire Dimmer, Head of ESF, to the London West Learning and Skills Council meeting.
- 5.3 Claire outlined the process for the allocation of ESF funds for 2004-07. It was noted:
- The tendering round for London West ESF Co-financing programme phase 3 was launched on 1st September 2004, with a deadline for receipt of applications of 20th October 2004.
 - There were 207 tenders received of which 14 were ineligible.
 - The Moderation Panel recommended to provisionally over allocate in specific measures in order to pick up probable Phase 2 underspend as appropriate.
 - 69 tenders were approved with a total value of £17,785,924 of which the Voluntary organisations was the most successful sector.

Decision: The London West Learning and Skills Council:

- a) Noted the Moderation Panel recommendations for ESF funding for delivery in London West for 2004-2007.
- b) Noted the value of money available in this round as approved by GOL is £15,357,385.
- c) Noted that GOL has approved the rollover of all underspend in the 2002/2004 programme into the 2004/2007 programme (the extent of which is to be ascertained and notified to the Council at a future date)
- d) Noted the total value of projects approved in this round is £16,911,769 of which £3,885,831 has been allocated to new ESF providers.
- e) Noted the recommended tenders for 2004 Pan London programme.
- f) Noted the London West LSC ESF Co-financing Plan for 2004-07.

Item 6. Annual Plan for 2005/06 – Local Statement of Priorities

- 6.1 This item was deferred to the next London West LSC meeting on 7th February.

Item 7. Annual Plan 2004/05 Update

- 7.1 It was noted that:
- London West LSC achieved 172% of its basic skills target, making it the best performing LSC in London and in the country as a whole.
 - There has been a significant improvement on Apprenticeships on last year's figures.
 - The Interact Centre, a specialist college for learners with Asperger's Syndrome, will close in July.

- The College of North West London has achieved 3 Full CoVE statuses for Construction, Refrigeration, Air Conditioning and Electrical Installation, and Automotive Engineering.
- The College of North West London also achieved Beacon Awards in three categories – Students with Visual Impairment, Equality and Diversity and Construction.

Decision: The London West Learning and Skills Council noted this briefing on the implementation of the Annual Plan 2004-05 of London West LSC.

Item 8. Strategic Area Review

8.1 This Item was deferred to the next London West LSC meeting on 7th February.

Item 9. Any Other Business

9.1 Rachel asked Peter if the Council could be briefed in writing on the role of the LSC and its involvement with Academies, particularly the Brunel Academy.

Action: Peter Pledger

Item 10. Date of Next Meeting

10.1 The next meeting of London West Learning and Skills Council will take place on 7th February 2005.

Publication no.

Meeting chair Andrea Berkeley

Minute taker Nasir Lakhanpal

Document ref. H:\Nasir Lakhanpal\low-councilmeeting-publicminutes-18jan2005-v0-1.doc

Version 0.1

Date of version 18 January 2005

LSC office Learning and Skills Council London West
Central House Lampton Road Hounslow Middlesex TW3 1HY
T 0845 019 4164 F 020 8929 8403 www.lsc.gov.uk/londonwest