

# Minutes



Leading learning and skills

**Date** 27 November 2006  
**Subject** Local Council  
**Location** Boardroom, Moongate House  
**Time** 16:30  
**LSC office** Tyne and Wear  
**Publication intent** Public

**Present** Ashley Winter (Chairman), Chris Roberts, John Wayman, Carol Barwick, David Barker, Christopher Edwards, Gill Hale, Mohammad Farsi, Graham Randell, Peter Slee, Morven Smith, Michael Zarraga, David Cheetham

**LSC staff** Ken Coulson, Michael Johnston, Helen Deakin, Gillian Miller, John Smith, Susan Milburn

**Item 1. Apologies for absence** – received from Michael Stephenson, Dan Brophy, Diane Hedley and Maggi Hunt.

**Item 2. Declaration of Interest**

2.1 The Chairman drew attention to the aide memoir reminding members of the opportunity to consider whether they needed to declare an interest in any business on the agenda.

**Item 3. Minutes of last meeting**

3.1 Minutes of the meeting held on 3 July 2006 were approved as a correct record and signed by the Chairman.

**Item 4. Chairman's Remarks**

4.1 Regional board meetings – The Chairman has attended several Regional Board meetings. Future Governance is approximately 11-12 months away from completion. The proposed structure of the Regional Board is likely to consist of:

- Regional Chair (Employer)
- LSC Regional Director (Chris Roberts)
- Employers
- RDA (Chief Executive)

- Regional TUC
  - 1 FE College Principal
  - Local Authority
  - One or more of the members to have an understanding of Higher Education
  - 3 observers (representing JobcentrePlus, GONE and HEFC)
- 4.2 The Chairman thanked members for their continued support and commitment to the board throughout the transition process.

#### **Item 5. Resolution to appoint Area Director to Local Council**

5.1 The Chairman explained that following the restructure of the LSC, LSC Area Directors are now the designated directors to be considered for appointment to the Local Council.

**Decision:** Council Members formally approved the appointment of John Wayman, Area Director of Northumberland and Tyne & Wear to the Local Council.

5.2 Noted that Susan Milburn is now Local Council Secretary

#### **Item 6. Future work programme/cycle of meetings**

6.1 John Wayman explained plans to set up 3 sub-groups:

- Annual Plan sub-group – in preparation for presenting the annual plan to Mark Haysom on 23<sup>rd</sup> January a special Council meeting has been arranged for Wednesday 17<sup>th</sup> January @ 4.30pm
- Capital sub-group – ad-hoc meetings to take place if and when there was a Capital proposal to discuss and comment on
- Performance sub-group – this is an opportunity for members to look at the performance of programmes in depth, to challenge the executive and to support and contribute to the partnership teams.

Mike Zarraga, David Cheetham, David Barker and Peter Slee all expressed an interest in the performance group

**Action point:** John to circulate an invitation to all members to join the sub-group.

All members are invited to join all or any of the above groups

#### **Item 7. Area Director's update**

John Wayman reported as follows:

- 7.1 Staffing – Area North Partnership team is almost fully staffed. There remain vacancies for one Partnership Director and one Partnership Manager. Overall vacancy rate within Area North is now less than 10%.
- 7.2 Performance Review – recent performance review with Mark Haysom had been positive. NEET, Train to Gain spend and fee income remained big issues for Tyne & Wear and the region to address going forward.
- 7.3 Capital  
(Photographs were presented of some of the following sites)

- Usworth 6<sup>th</sup> Form Centre has recently won a Public Sector Landmark Award.
- Newcastle College recently opened their Lifestyle Centre, and the college will present further re-development plans next year
- Gateshead College Baltic site on programme and budget
- Sunderland College – St Peter’s site has been designated as a world heritage site, which may complicate any planning applications.
- South Tyneside College’s property strategy expected next year

Site visits to Newcastle College/Gateshead Baltic can be arranged but it was suggested that these should take place in the Spring.

- 7.4 Newcastle/Gateshead College merger – not now going ahead
- 7.5 Newcastle/Skelmersdale College merger – Newcastle College is the preferred partner to merge with Skelmersdale College. Members expressed concern that any proposal should not be to the detriment of learners in Tyne and Wear. At this early stage it is not clear if it will become one corporation or how the funding streams will be affected. John Wayman is currently discussing this with the LSC National Solicitor.
- 7.6 Newcastle/Keighley College potential merger – A decision is awaited as to whether or not Newcastle College are the preferred partner in this merger. A meeting in Bradford on the 15<sup>th</sup> December will determine the outcome.
- 7.7 Venerable Bede Church of England School – now working in partnership with 3 Roman Catholic schools in the Sunderland area on a faith collaborative basis as opposed to seeking their own sixth form.
- 7.8 Beacon Awards – presented to Newcastle College for Employer Engagement and Sunderland College for the work undertaken on 14-19 collaboration
- 7.9 Leitch report – Lord Leitch gave a video presentation at the recent AoC conference. Report is likely to state that the current level of skills is not good enough and Sector Skills Councils will need to engage more employers and businesses and as well as promote higher level skills. Chris Roberts will be Chairing the launch event
- 7.10 Education & Training Bill – John Wayman outlined the new powers of intervention to FE corporations that the LSC now has.
- 7.11 Minimum performance levels of providers – the LSC will no longer continue to contract with underperforming WBL providers. Although WBL performance on the whole has improved there are between 19-20 providers identified as being in that category.

### **Item 8. Performance update**

- 8.1 Submitted: Paper by John Wayman informing members of the Tyne and Wear office contribution in terms of current performance, emerging trends, issues to be addressed, for discussion.
- 8.2 Following a recent six month performance review with Mark Haysom, John Wayman reported on performance levels for Tyne & Wear. There have been particular improvements in Level 2 at 19, FE Success rates for adults, E2E progression rates and advanced apprenticeships.

**Action point:** John Wayman to circulate suggested dates for a Performance sub-group meeting

### **Item 9. Audit Committee Paper**

9.1 Submitted: Paper setting out the remit of the Regional Audit Committee together with minutes of its first meeting held on 6 October 2006.

#### **9.2 Decision:**

- the decision to wind up the local Audit Committee be endorsed
- Peter Slee be confirmed as Michael Stephenson's named alternative in his absence
- Thanks were conveyed to Michael Stephenson, Peter Slee and Graham Randell for their work on the Tyne & Wear Audit Committee over the years.

### **Item 10. Annual Plan 07/08**

10.1 Submitted: Paper by Michael Johnson concerning the Annual Statement of Priorities

10.2 Michael Johnston gave an overview of the 4 key priorities

10.3 A draft version of the Annual plan will be circulated to Council members week commencing 8<sup>th</sup> January prior to the Special Council Meeting on Wednesday 17<sup>th</sup> January.

#### **10.4 Decision:**

(a) the National priorities, the regional analysis, and the key points listed in annex 1 of the paper be noted

(b) authority be delegated to the Chair to sign off the Local delivery Plan 2007-2008 in accordance with the arrangements detailed in Annex 2 of the paper.

### **Item 11. Train to Gain presentation**

11.1 Submitted: Presentation paper by Gillian Miller concerning the development of Train to Gain

11.2 Gillian Miller gave a presentation on Train to Gain which builds on the success of the EQ8 Pilot programme. The majority of funding is going to employers for Skills for Life and Level 2 training. This type B funding is an open and competitive tender process and future growth will be based on performance.

11.3 A Regional response fund (Type C) is also available for exceptional funding to meet employers needs.

11.4 Returns are expected soon.

11.5 The imminent Business Link change process may impact on the current brokerage service.

11.6 It was noted that employers gain much more than just financial gain and an indirect impact can be achieved. (eg. Staff motivation)

**Item 12. City Region**

- 12.1 Submitted: Paper by John Wayman concerning the Tyne and Wear City Region Development Programme, initiated as part of the Northern Way Growth Initiative and City Regions Summit.
- 12.2 John Wayman provided an update on progress with regard to the Tyne & Wear City Region and current activities related to the DWP Employment Consortium.

**Decision:** that the report be received

**Item 13. Local Authority White Paper**

- 13.1 Item deferred to the next meeting.

The Chairman closed the meeting by expressing his thanks to Ken Coulson for his minute taking over the years and offered his best wishes in supporting the Regional Board in a similar role.

Signed: -----  
Chairman

Date: -----

**Publication no.**

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| <b>Meeting chair</b> | Ashley Winter  |
| <b>Minute taker</b>  | Susan Milburn  |
| <b>Date created</b>  | 28 November 2006   |
| <b>Document ref.</b> | G:\ANTYN\Area North Director\Local Council\Tyne and Wear\Local Council Meeting 27.11.06\tyn-localcouncil-publicminutes-27nov2006.doc |