

Minutes



Leading learning and skills

Date 12 October 2006
Subject Local Council
Location LSC County Durham
Time 16:00
LSC office County Durham
Publication intent Internal

Present John Anstee (Chair)
Tom Crompton, Area Director - South/Council Member
Dr Mervyn Blades, Council Member
Gerard Moran, Council Member
Councillor Brain Walker, Council Member
Gloria Wills, Council Member
John Poland, Council Member
Alan Bilsborough, Council Member

In attendance John Reilly O'Donnell, Business Link County Durham

LSC staff Linda Bailey, Partnership Director - South
Janet Skeen, Partnership Manager
Michael Mitchell, Skills Development Manager, LSC
Debbie Springett, Council Secretary
Sandra Willis, Senior PA/Minute Secretary

Apologies Apologies have been received from:
James Ramsbotham, Chair
Dave Peebles, Jobcentre Plus
Diane Morton, Council Member
Janice Bray, Connexions
Keith Hodgson, Council Member

Item 1. Welcome and introductions

1.1 Members were advised that the Chair was unable to attend and agreed that John Anstee would chair the meeting.

Noted

1.2 It was agreed that item 11 (Train 2 Gain presentation) on the Agenda be covered first.

Item 2. Train 2 Gain

2.1 Michael Mitchell, Skills Development Director, delivered a presentation to members on the new Train 2 Gain service.

- 2.2 A member questioned what contracts are now in place with County Durham providers. Linda Bailey advised that two out of seven were in place, a further three had been negotiated and would be in place shortly, one was awaiting negotiation and the final contract was not being awarded at this time.
- 2.3 It was noted that employer engagement and learner starts figures presented are for the first five months; County Durham has the highest completion rate nationally and the North East is top region for completions. It was also noted that the Train 2 Gain model is one which the Treasury is very supportive of and is gathering pace for the future. The Chair thanked Michael Mitchell for attending.

(Michael Mitchell left the meeting after his presentation)

Item 3. Declaration of Interests

- 3.1 The Chair drew members attention to the Code of Conduct and Declaration of Interests, reminding members to be aware of their requirement.
- 3.2 There were no declarations of interest.

Noted

Item 4. Chair's Remarks

- 4.1 Members were advised that James Ramsbotham would continue as Chair of LSC County Durham.
- 4.2 A number of Council Members had attended the recent event at Auckland Castle at which the recommendation to move from 47 Local Councils to 9 Regional Boards had been discussed. It was noted that Local Councils will remain in place until the Learning and Skills Act 2000 is amended. Timescales for this is unclear, therefore it would be business as usual for the coming months.
- 4.3 In relation to sub committees the following was noted:
Audit Committee – is now a Regional function;
Capital Committee – will remain within local office;
Task Groups – are a matter for Council discussion
- 4.4 Members were reminded that they still had a key role to play as the LSC moves forward specifically in relation to the Local Annual Plan.

Item 5. Minutes of the last meeting

- 5.1 The minutes of the meeting held on 20 July 2006 were approved as a correct record.

Noted

Item 6. Matters Arising

- 6.1 **Future Role of LSC Regional Board and Local Councils – Council Membership.** It was noted that associated paperwork in relation to re-appointment of Messrs Poland, Walker and Hodgson is now being processed.

- 6.2 **Any Other Business – Audit Committee.** Members were advised that the Audit Committee Chairs had met on 6 October 2006 and agreed membership of the new Regional Audit Committee which would meet on 17 January 2007. Members were concerned about accountability in respect of the audit function and requested a written statement/undertaking that governance has transferred to the Regional function.

Action: Tom Crompton

Item 7. Director's Report

- 7.1 **Regional Economic Strategy (RES).** Members were advised that a review of the "People" section of the five year Action Plan associated with the RES is being carried out and discussions are taking place with the RDA on economic development and skills funding.
- 7.2 **Children's Trust.** The final versions of the Governance Proposals, Memorandum of Understanding and Commissioning Framework for the Children's Trust will be presented at a future Council meeting.
- 7.3 **East Durham and Houghall Community College (EDHCC) Capital Project**
This was approved in March and will be re-submitted for Approval in Principle (AIP) as there have since been some significant changes and costs have risen considerably. Local Capital Committee is meeting in October to consider the revised AIP.
- 7.4 **Mid Durham (New College).** Members were informed that this is the first year for the new RIBA LSC award scheme for which New College has been shortlisted. It was noted that members of the judging panel have now visited New College.
- 7.5 **Derwentside Review of Learning Provision/South West Collaboration.** The collaborative activity being taken forward in the South West and Derwentside was referred to and relevant issues/options for the future will be brought to a council meeting in the near future.
- 7.6 **Accommodation.** Members were advised that the Fire Brigade are to take over occupancy of this office and that LSC staff will be moving to a smaller unit on Belmont Business Park in January/February 2007.

Item 8. 14-19 Review of Progress

- 8.1 A process for monitoring progress in implementing the 14-19 Post Inspection Action Plan and Post Inspection Development Plan has been established. In addition, a new National 14-19 Progress Check has been introduced which is likely to involve one indepth progress check with possible "lighter" revisions during the year.
- 8.2 The first progress check in County Durham took place on 6 October with a proposed rating of Green/Amber. This will need to be moderated before confirmation.
- 8.3 The paper presented to members highlighted a number of areas for future focus.

8.4 It was agreed that the note provided by Government Office detailing the outcome of the progress check would be circulated to members when received.

Action: Linda Bailey

8.5 It was noted that the sharing of data between some parties was difficult, but efforts were being made to address the issue through the Participation Task Group and Data Group.

Item 9. Business Planning Cycle

9.1 There were three key areas in the paper submitted to members, namely:

- Local context to strategic commentary and analysis;
- Key local actions to provide a clear focus for how national and regional priorities are being taken forward in a local area. Some of the actions will contribute towards other factors such as the Local Area Agreement and Children and Young People's Plan;
- Aggregate volumes.

9.2 It was proposed to extend the Local Council meeting on 14 December to enable full consideration of the local strategic analysis and possible priority areas for inclusion in the LADP.

Decision: Agreed to extend meeting.

Item 10. Six Month Performance Review

10.1 Janet Skeen presented the data that will be used to inform the performance review meeting with Mark Haysom, Chief Executive, in November 2006. The following points were noted:

- The Chair commented that it would be useful to have the figures expressed as a percentage of the cohort.
- E2E has been successful in Durham and is the most successful in the region.
- County Durham PSA Apprentice Target has been achieved.
- Whilst the NEET figure has increased the percentage of Not Known has reduced.
- There is a reduction in adult participation.
- Skills for Life - 55% of Durham provision contributes towards the achievement of the target compared to 35% nationally.
- Success rates remain static for County Durham.

10.2 Members were advised that fee income was around 18% for County Durham compared with 40% regionally and 50% nationally. However, the executive is exploring this figure and will feedback to members.

Action: Linda Bailey

(John Poland left the meeting at this point.

Item 11. Equality & Diversity Update

11.1 Gloria Wills referred to the new legislation relating to ageism issue. The Area Director advised that LSC staff will be attending a session on age discrimination and that this information will be circulated to members.

Action: Tom Crompton

11.2 Work is being undertaken on mental health problems and, in particular, how employers can support their employees.

11.3 It was noted that generally organisations are receiving a higher number of requests of support through Disability Discrimination Act, Disability Equality Scheme, DRS & DCS.

11.4 Members were informed that there were some issues around “looked after children” post-16 due to data protection.

Item 12. Any Other Business

12.1 Members agreed to continue to hold Local Council meetings on a bi-monthly basis.

Noted

12.2 Future meeting dates will be:

Thursday 14 December 2006

Thursday 15 February 2007

Thursday 12 April 2007

Thursday 14 June 2007

Thursday 13 September 2007

Thursday 15 November 2007

Meetings will be held 4.00 – 6.00 pm at LSC County Durham Office (with exception of the December meeting).

Item 13. Date and time of next meeting

13.1 The next local council meeting will be held on Thursday 14 December 2006, 3.00 – 6.00 pm in Conference Room 1, LSC County Durham.

Meeting chair	John Anstee
Minute taker	Sandra Willis
Date created	13 October 2006
Document ref.	C:\Documents and Settings\springd\Local Settings\Temporary Internet Files\OLK661\dur-localcouncil-minutes-12oct2006.doc