

Minutes



Leading learning and skills

Minutes of meeting

Date	25 January 2005
Subject	Council Meeting
Location	Stainton Room
Time	10:00
LSC office	Tees Valley
Publication intent	Internal

Present

Mr T Dabbs, LSC (Chair)
Mrs P Eccles, LSC (Executive Director)
Mr K Cranney, LSC (Council Member)
Mr J Fitzpatrick, LSC (Council Member)
Mrs A Haskins, LSC (Council Member)
Mr J Hughes, LSC (Council Member)
Mr J Hogg, LSC (Council Member)
Mr J Keith, LSC (Council Member)
Ms H Pickering, LSC (Council Member)
Mr I Williams, LSC (Council Member)

In attendance

Mr R Fallon, Government Office for the North East (Head of Business Performance and Skills), present for all items
Mr M Taylor, Business Link Tees Valley (Chief Executive), present for all items

LSC staff

Ms G Dobson, LSC (Head of Finance)
Mrs E Finn, LSC (Planning Adviser), present for item 6
Ms V Grainger, LSC (Learning for All Adviser), present for item 6
Mr N James, LSC (Director of Strategy, Planning and Communications)
Mr A Jones, LSC (Head of Planning and Performance)
Mr J Rowan, LSC (Director of Learning and Skills)
Mr D Sanders, LSC (Director of Resources and Contracting)

Apologies

Apologies have been received from:
Ms Whaley, LSC (Council Member)
Mr J Arthur, LSC (Council Member)
Mr S Davidson, Jobcentre Plus (District Manager)
Mr D Irwin, Connexions Tees Valley (Acting Chief Executive)
Mr A Lewis, Government Office for the North East (Director, Economy Group)
Mr M Pearson, LSC (Council Member)

Item 1. Welcome and introductions

- 1.1 The chair welcomed Messrs Hogg and Keith to their first local council meeting and Ms Dobson, Mrs Finn and Ms Grainger.

NOTED

Item 2. Declaration of Interests

- 2.1 There were no declarations of interest.

NOTED

Item 3. Minutes of last meeting

- 3.1 The minutes of the local council meeting held on Tuesday 30 November 2004 were accepted as a true record.

NOTED

Item 4. Matters Arising

- 4.1 Members were advised that all matters arising from the local council meeting held on Tuesday 30 November 2004 had been actioned or would be covered under agenda items.

NOTED

Item 5. Council Discussion – Annual Plan 2005/06

- 5.1 Council Members were given an overview of the content of the 2005/06 Annual Plan which included national, regional and local priorities as well as local key issues and challenges.
- 5.2 It was noted that there was an apparent discrepancy regarding the number of young people on pages 2 and 14.

Decision: Discrepancy to be investigated and corrected.

Action: Mr Jones

- 5.3 Council Members discussed strategic issues which they wished to bring to the attention of national office. The strategic issues were:
- The local capital infrastructure – specifically how issues raised under strategic area review, Capital Committee decisions and funding available for growth as a result of capital projects link with local needs and the LSC's commitment to upgrade all Further Education property. Also the links with White Paper and Building Schools for the Future.
 - 14-19 response to Tomlinson – particularly concerned about the extra resources which may be needed to implement change.
 - Review of learning which does not contribute to targets, whilst maintaining appropriate first steps provision and continuing to develop and learning culture.
 - Corporate Reputation – with regard to reduction of “flexible” resources available locally.
 - Develop learning infrastructure in public sector regarding Level 2 and Skills for Life provision.

Decision: Paper to be submitted to national office on strategic issues.

Action: Mr James/Chair

Item 6. Working Group Updates

6.1 Equality and Diversity

A note of the Equality and Diversity Working Group Meeting held on Thursday 13 January 2005 had been included in the papers. Members were advised that a review of the membership had taken place and the key sectors continued to be represented and attend. It was felt that some of the presentations given should be shared with Council Members and that minutes should be circulated.

6.2 Inspection and Quality

Members were advised that the meeting scheduled for Thursday 20 January 2005 had been cancelled.

6.3 Employer Focus

The Chair of the group reported that the main topics of discussion had been employer engagement, the public sector, sector group updates, EQ8, focus on Level 2 and reinvigorating the Investors in People programme.

6.4 Strategic Area Review Stakeholders

Council Members were informed that the strategic area review is now moving into the Delivery Plan Stage. The draft Delivery Plan would be discussed at the 24 February 2005 Council Discussion Event.

Decision: It was agreed that in the future the minutes/notes from the Working Groups would be circulated to all Council Members.

Action: Council Secretary

Item 7. Chair's Report

7.1 West of Redcar & Cleveland Collaborative Centre

The local council were advised that FE Plus Colleges and Tees Valley Sixth Form Colleges have asked for a meeting with the Executive Director and the Chair to discuss general issues related post-16 provision and that a meeting was in the process of being arranged.

7.2 Regional Board

The Chair reported that at the regional board meeting on Friday 21 January 2005 the role of the regional board had been agreed. It was agreed this would be circulated to Council Members. Members were informed that James Ramsbotham, Chair of LSC Co Durham had been appointed as Chair of the regional board.

Decision: Circulate role of the regional board to local Council Members.

Action: Chair/Council Secretary

7.3 Working Groups

The Chair circulated details of current membership of working groups and a proposal for future membership. The aim was to allow Council Members the opportunity to best contribute their expertise. It was noted that Mr Fitzpatrick proposed as chairing Inspection and Quality could have a potential conflict of interest. It was agreed that this would be revisited and a final version circulated to members. It was also noted that Ms Whaley would act as the Chair's deputy.

Decision: Revised Working Group Membership to be circulated to Council Members when amended and that the Council Secretary would liaise with Working Group Chairs to set up future meetings.

Action: Chair/Council Secretary

7.4 Council Discussion Events

A discussion about the attendance at Council Discussion events took place and it was agreed that future local Council Meetings would start at 8.30 am, allowing time for discussion of matters formerly considered at discussion events. Future Council discussion events would be cancelled with the exception of Thursday 24 February 2005, which was required for approval of the Strategic Area Review Delivery Plan. Members were keen to have an annual strategic residential event (Friday afternoon to Saturday lunchtime).

Decision: Future Council Meetings to start at 8.30 am. Council Discussion event on Thursday 24 February 2005 to remain, but all future events are cancelled. A revised schedule of meetings to be circulated. The proposal to hold a strategic event once a year to be investigated/considered.

Action: Chair/Council Secretary

Item 8. Executive Director's Report

8.1 Local Office Performance

Members were informed that recruitment of apprenticeships was continuing and that a marketing campaign would be launched in March/April 2005. There has been some positive feedback from the national campaign.

8.2 Co-Financing Programme: January 2004 – December 2006

The next tendering round for the current programme will go out on 14 February 2005 under a range of measures. Members were advised that delivery has been extended to 2008.

8.3 Capital Projects

An update to the report in the meeting papers was given. Members were told that both Stockton Riverside College and Redcar & Cleveland College proposals had been approved in principle. A grant rate of 35% had been agreed for Stockton Riverside College. No specific grant rate had been decided for Redcar & Cleveland College as there were a number of issues to be resolved.

8.4 St Mary's College

The Diocese of Middlesbrough has requested a meeting with the Executive Director to discuss proposals for a 11-18 school that will deliver Catholic education in Middlesbrough.

8.5 School and College Performance 2004

Members were asked to note that under % Level 1 it should read 5 A*-G Grade and not 1 A*-G Grade.

8.6 Staffing

Further to the Executive Director's email to Council Members advising them of Mr James appointment to Co Durham local office, discussions have taken place with the Chair, Regional Director and executive team to review the existing practices. It has been agreed that there will be 2 Director posts: Director of Planning and Resources and Director of Learning and Skills. These two directorates will embrace all the functions previously covered. Mr Rowan will be Director of Learning and Skills, whilst Mr Sanders will be Director of Planning and Resources. The other change will be that Ms Dobson will report directly to the Executive Director and take on responsibility for finance and governance. Mr James was congratulated on his appointment, thanked for his hard work and wished the very best for his new role.

8.7 University of Teesside and Cleveland College of Art and Design

Council Members were informed that the University of Teesside and Cleveland College of Art and Design would not be proceeding any further with their merger discussions at this time, the two governing bodies have agreed the organisations will continue to work together.

8.8 Local Area Agreements

The local council were advised that Stockton and Gateshead local authorities have been chosen as pilot areas for Local Area Agreements. The Office of the Deputy Prime Minister launched a prospectus for piloting in 2005/06 agreements between local public services and government over agreed targets for the area. The local LSC has given a letter of support.

Item 9. Finance and Budgets

- 9.1 Members were told that there were a few variances in the budget report for 2004/05 financial year.
- 9.2 The expenditure report to November 2004 showed an overspend on Work Based Learning and Entry to Employment programmes which was due to the increased number of learners.
- 9.3 Some of the 2004/05 budgets have been reduced in line with national requirements to fund the national increase in participation in Further Education, and some of the 2004/05 budget has been transferred to next year, to fund specific activity.

Item 10. Any other business

- 10.1 There was no further business and the meeting closed at 12.05 pm.

NOTED

Item 11. Schedule of future meetings

- 11.1 As previously noted, a revised schedule of meetings would be circulated to members.

Item 12. Date of next meeting

- 12.1 The next meeting of the local council will take place on Tuesday 22 March 2005 and will take Strategic Area Review Draft Delivery Plan as its focus.

12.2

Publication no.

Meeting chair

Terry Dabbs

Minute taker

Deborah Springett

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