

# Minutes



Leading learning and skills

**Date** 29 November 2005  
**Subject** Local Council Meeting  
**Location** Stainton Room  
**Time** 08:30  
**LSC office** Tees Valley  
**Publication intent** Internal

**Present** Mr T Dabbs (Chair)  
Mrs P T Eccles  
Mr J Arthur  
Mr K Cranney  
Mr J Fitzpatrick  
Mr J Hogg  
Mr J Hughes  
Mr R Mallon  
Mr M Pearson  
Ms P Whaley  
Mr I Williams

**In attendance** Mr S Davidson, Jobcentre Plus  
Mr D Irwin, Connexions  
Mr J Swinburn, Government Office for the North East  
Mrs L Monaghan, Business Link Tees Valley

**LSC staff** Ms G Dobson, Head of Finance and Governance  
Mr T Jones, Head of Planning and Performance  
Mr J Rowan, Director of Learning and Skills  
Mr D Sanders, Director of Planning and Resources  
Mrs D Springett, Council Secretary  
Mr A Wallace, Head of Policy and Research

**Apologies** Apologies have been received from:  
Mrs A Haskins, Council Member  
Ms H Pickering, Council Member  
Ms J Doughty, Government Office for the North East  
Mr M Taylor, Business Link Tees Valley

## Item 1. Welcome and Apologies

1.1 The chair welcomed members and apologies were noted.

**1.2** Members were advised that Jackie Doughty, Director – Children and Learners Group, Government Office for the North East, would be attending meetings as Observer instead of Andrew Lewis.

**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 meeting held on 20 September 2005 were accepted as a true record.

**Noted**

**Item 4. Matters arising**

**4.1 Regional Economic Strategy (3.1)** Members were advised that the final strategy (subject to DTI approval) is now on One NorthEast's website and that broadly the comments made by the LSC had been taken on board. It was agreed the link to the website ([www.onenortheast.pages.res.cfm](http://www.onenortheast.pages.res.cfm)) and a copy of the regional LSC response would be circulated to members.

**Action: Council Secretary**

**4.2 Agenda for Change (6.3)** The Chair confirmed a meeting had taken place with Chris Banks, Chris Roberts and the four local Chairs on 26 September 2005 and agreed to circulate documents on Regional Board, Feedback from National Council and Next Steps to members.

**Action: Chair/Council Secretary**

**Item 5. Draft 14-19 LSC Borough Action Plans**

**5.1** Mr Sanders gave a presentation on the five draft 14-19 LSC Borough Action Plans. A copy of the presentation to be circulated to members.

**Action: Council Secretary**

*(Mr Swinburn arrived at 09.05)*

**5.2** Council Members discussed the detail presented and the level of information required.

*(Mr Mallon arrived at 09.15)*

**5.3** It was agreed that whilst it was useful to see evidence of the process that had taken place, some Council Members would not wish to see this level of detail on a regular basis. They would however be particularly interested in emerging findings of a strategic nature.

*(Mr Williams left at 09.54)*

**Item 6. Grant Letter 2006/07 and Statement of Priorities 2006/08**

**6.1** Mr Rowan gave a presentation on funding and planning priorities which included the key targets and priorities 2006/08. A copy of the presentation to be circulated to members.

**Action: Council Secretary**

## **Item 7. 2006/07 Annual Plan Cycle**

**7.1** Mr Jones outlined to members the 2006/07 Annual Planning Cycle paper highlighting the changes in the new process, namely:

- Inclusion of a strategic analysis which focuses equally on both demand and supply issues.
- Inclusion of a clear articulation of how the plan will contribute to national targets and priorities. For example, there will be a requirement to include a specific target for the number of additional young people gaining a Level 2 at age 19.
- The separation of the priorities section of the plan from the actions to be taken to achieve the planning goals.

## **Item 8. Agenda for Change - Theme 7**

**8.1** The Executive Director gave an update on Theme 7. The formal consultation with unions was currently happening, meetings with local employee representative forums were taking place and the Regional Director was talking to staff on a regular basis. Members were informed that two major issues at the moment are competency based assessment and the severance package particularly with regard to the recognition of staff's TEC service.

**8.2** Members were concerned that the new structure would have an impact on the role of the local councils. The chair advised that the documents he is circulating to members should clarify the role of the Regional Board (noted under 4.2).

**8.3** The chair agreed to reflect on members' concerns and determine an appropriate response.

**Action: Chair**

*(Mr Irwin left at 10.40)*

## **Item 9. Working Group Updates**

**9.1 Equality and Diversity** The minutes of the meeting held on 11 November 2005 were circulated at the meeting.

**9.2 Employer Sector Chairs** Prior to leaving the meeting, the chair of the Employer Sector Chairs Working Group had reported that the meeting scheduled for 24 November 2005 had not been sufficiently well attended to proceed.

## **Item 10. Chair's Report**

**10.1 Meetings with Further Education College Chairs** The chair reported that the informal meetings with the Further Education College Chairs had been well received and that they would like an opportunity to have similar meetings in the future.

**10.2 Council Member Interviews** Members were advised that two prospective Council Members have been recommended to the national committee for council membership.

### **Item 11. Executive Director's Report**

**11.1 Apprenticeships** The Executive Director reported that the Apprenticeship PSA Target had been achieved.

**11.2 Skills for Life** Members were advised that that the adult Skills for Life provision was being reviewed in order to increase the amount of 19+ provision which contributes to national targets.

**11.3 Inspections** OfSTED have carried out a number of Annual Assessments of Tees Valley colleges and these will be considered and reported through the Audit and Quality Committee. Members were informed that colleges will still have a full inspection every 4 years.

**11.4 16-18 Learner Numbers – School Sixth Forms** Mr Hughes asked how the increased participation in Tees Valley compared to the national figure. It was agreed to investigate and feedback to Mr Hughes.

**Action: Mr Rowan**

**11.5 Darlington College of Technology** Members supported the request from Darlington College of Technology to support a change in name to Darlington College.

**Noted**

### **Item 12. Finance and Budgets**

**12.1** Members were informed that there were no new issues. An exercise was currently being carried out to identify possible savings in 2005-06 budgets. It was agreed that this would be reported at 24 January 2006 meeting.

**Action: Ms Dobson**

### **Item 13. Any Other Business**

**13.1 Mark Haysom Visit** Members were advised that Mark Haysom was visiting Tees Valley on Monday 5 December 2005. Mr Haysom would also be performing the groundbreaking ceremony at Stockton Riverside College during his visit, as well as visiting Queen Elizabeth Sixth Form College.

**13.2 Six Month Review of regional LSC performance** It was agreed that this document would be circulated to members.

**Action: Executive Director/Council Secretary**

**13.3 LSC Statement of Regional Priorities** It was agreed that this document would be circulated to members.

**Action: Executive Director/Council Secretary**

**13.4** There being no further business the meeting closed at 11.10.

**Noted**

**Item 14. Schedule of future meetings**

**14.1** Schedule of future meetings had been circulated with the papers. Members agreed to continue with meetings starting at 08.30.

**Noted**

**Item 15. Date of next meeting**

**15.1** The next meeting of the local council meeting will take place on Tuesday 24 January 2006, 08.30 in the Stainton Room, LSC Tees Valley.

<b>Meeting chair</b>	Terry Dabbs
<b>Minute taker</b>	Deborah Springett
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