

Minutes



Leading learning and skills

Date	25 th September 2008
Subject	South West Regional Board
Location	Leigh Court
Time	4.30pm
LSC office	South West Region
Publication intent	Internal

Present	John Savage CBE (Chair) Nick Buckland Richard Dimpleby Malcolm Gillespie Chris Hyde Brian Kemp Susan Moore Tim Moore John Rogers Tim Ward Carole Whitty Juliet Williams Dereeth Wood
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Observers	Nigel Costley Phil Harrison
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Officers	Catherine Christie John Chudley Mike Davies Paul Lucken Denis Miles Hershe Mohindra Amy Noonan Trish Taylor Liz Waugh
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Apologies	None
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Item 1. Welcome and introductions

- 1.1 The Chair welcomed everyone to the inaugural meeting of the South West Regional Council and said there were no apologies. The Chair explained that this was a shorter agenda than will normally be dealt with. The Chair explained there were two items which were both governance related.

Item 2. Declarations of Interest

- 2.1 The Chair said that in addition to providing declarations of interest on an annual basis members are required to declare any interest relevant to the agenda. There were none reported.

Item 3. Appointment of an Audit Committee

- 3.1 The Chair referred to the paper and said that the new Regional Council will need to appoint an Audit Committee but until that was done this paper was proposing that the Audit Committee of the previous Regional Board be requested to continue as an interim measure.
- 3.2 **The Regional Council approved the appointment of an interim Audit Committee which will comprise of the membership and terms of reference of the Audit Committee of the recently defunct South West Regional Board. This arrangement to be subject to the previous members agreeing to continue.**
- 3.3 The Chair then asked Council Members to notify Mike Davies of any expression of interest to become a member of the Regional Audit Committee.

Item 4. Delegation of Functions

- 4.1 Malcolm Gillespie introduced this item and explained that it was a contingency measure to enable the Chair to make decisions on capital applications when it was not possible to hold a full Council meeting. Malcolm Gillespie emphasised that its use is likely to be rare and that there are safeguards in the proposal that the Chair would have to consult the Regional Director before using it as well as making a full report to the members at the subsequent meeting.
- 4.2 **The Regional Board agreed to delegate to the Chairman of the South West Regional Council the authority to take decisions on capital applications which includes the approval of applications to the 16 to 19 fund and endorsing capital applications prior to consideration by the National Capital Committee. Exercise of this delegation would need to be conditional upon:**
- **the delegation only being used when for reasons of urgency it is not possible for the proposal to be considered by the Regional Council at its next meeting;**
 - **the delegation being exercised in consultation with the Regional Director;**

- **Any exercise of the delegation being reported to the next meeting of the Regional Council.**

Item 5. Any other business

- 5.1** Dereth Wood asked what the top ten risks to the LSC are. Denis Miles said that the Audit Committee regularly monitored risk management and suggested that an update could be provided by the Audit Committee Chair at a future meeting.
- 5.2** Nigel Costley asked about LSC involvement with the development of Regional Funding Advice that the RDA have been tasked with producing for government. Paul Lucken explained that there will be a series of events across the region to consult upon the advice and he will provide feedback to the Council as the RDA- led process develops.
- 5.3** Tim Ward asked how to notify future agenda items. Malcolm Gillespie said they should be sent to him or to Mike Davies.
- 5.4** Juliet Williams said that she was unable to attend several of the Regional Council meetings in the recently published list and asked if they could be reviewed if other members were similarly unavailable. Malcolm Gillespie asked members to notify Mike Davies of the dates they couldn't attend.

Item 6. The next meeting

- 6.1** The next meeting of the Regional Council will take place at Dillington House Ilminster on Friday 17th October 2008 starting with lunch at 12.30pm.

Meeting chair John Savage
Minute taker Mike Davies