

Minutes



Leading learning and skills

Date	30 January 2006
Subject	Somerset LSC Council Meeting
Location	East Reach House, Taunton
Time	16:30
LSC office	Somerset
Publication intent	Internal

Present:

Jane Barrie, Chairman
Cathy Bakewell
John Bloomfield
Jon Gray
Chris Hyde
Bryan Leaker
Margaret Luck
Marinos Paphitis
Rhiannon Prys-Owen
Judith Richardson

In Attendance:

Brian Archer
Lisa Ardley (notes)
Sally House
Tim Render

1. Welcome and apologies

All members were welcomed to the meeting. Apologies had been received from Peter Hillman, Peter Renshaw, Susie Barker and Rupert Elliott.

2. Minutes from 30 November 2005 meeting

The minutes were accepted as a true and accurate record of the meeting.

3. Matters arising from the 30 November 2005 meeting

Report from the Executive Director – Marinos Paphitis had produced a Christmas Edition of his report, and would continue to produce an ED Report in between Council meetings.

Agenda for Change – a small sub group to test business processes would be arranged in due course between council members and SMT.

Action: Marinos Paphitis

Somerset Skills Alliance – an update was included in the Executive Director's Report for January, and would be discussed as agenda item 4 on the agenda.

4. Report from Executive Director

Somerset Skills Alliance – Marinos Paphitis explained that the SSA Strategic Board had met twice and that a strong team were now in place to drive the action plan forward. The next meeting was scheduled to take place at the end of February at Business Link's offices in Taunton. Brian Archer expressed his thanks for the secondment of Alex Janes to Business Link as SSA Project Director and for his work since the start of the secondment which had been invaluable. Marinos Paphitis explained to members that whilst he had intended to circulate a copy of the Alison Williamson Report to all members, it was a very long document, with no executive summary. The full report is available to members if they wish. Ian Bennett, SSA Strategic Board Member added how positive the first two meetings of the board had been and that very clear criterion that had been developed for ESF contract management. He also commented on the excellent work done by Alex Janes. Marinos Paphitis stated that the RDA had put in a bid for Year 3 ESF Funding for SSA/Train to Gain.

Somerset Learning Partnership (SLP) - Marinos Paphitis explained that the first meeting of the Project Board had met and discussed 14-19 implementation. A meeting had been held with Jon Rose and agreement had been reached that Somerset County Council will co-fund the work of the SLP (to the value of £30k) in 2006-07 alongside a similar contribution from the LSC.

Agenda for Change (A4C) – Marinos Paphitis informed members that the 1:1s' had been held for the Band 5 roles, and the dates for the 1:1s' for Band 4's are being finalised. He said that the overall timetable had slipped by two days and the 1:1s' for Bands 1 and 2 were now scheduled to take place from 1 March. He said that the details of the voluntary severance package had not yet been resolved, but clarification was due shortly. It was noted that local Chairs would be involved in the appointments of the Executive Directors.

Funding Allocations to Colleges and other Providers – Marinos Paphitis explained that discussions with the colleges had nearly been completed, and we were awaiting final allocations from national office. Once these have been received a letter will be sent to all colleges outlining their allocation.

Two meetings had taken place between Somerset FE Principals, the LSC (Malcolm Gillespie, SW Regional Director and Marinos Paphitis) and four of the Somerset MPs' to discuss the college allocations. It was agreed that the Regional Director would review the allocations with a view to re-dressing the balance of provision/ funding in Somerset.

Train to Gain – Marinos Paphitis expressed disappointment that Somerset's colleges had not taken advantage of Ufl funding in the past, and encouraged them to re-tender for activities/funding in the next round.

5. Annual Plan for 2006/07

Sally House reminded members of the activities which have taken place over the last few months to bring the Annual Plan up to its current point. She explained to members that the current draft did not include detailed information on volumes, success rates and funding. It is expected that this information would be included over the next few weeks. It would be incorporated into the Plan and presented to council members at their next meeting on Monday 24 April 2006. The final version of the Plan will be completed at the end of May.

During the discussion several additions/amendments to the Plan were agreed, they included:

- up-to-date information on the achievement rates (%) by level of course and participation and success rates once they were available;
- several changes to wording throughout the document to clarify points;
- add numbers in the self-assessment and inspection section;
- add narrative details of local area agreements particularly any key/hotspot areas and sectors;
- changes to words and numbers in Annex A relating to Equality and Diversity Impact Measures (EDIMS).

The Chairman, on behalf of all the council members, congratulated Sally House and her team for their work on the successful development of the Plan. Members approved the Annual Plan for 2006/07 and agreed that it should be taken forward to the SW Management Group meeting on 27 February 2006 where it would be presented to Mark Haysom, Chief Executive. It will then be presented at the next SW Regional Board meeting on 3 March 2006.

6. Capital Plan 2006/07

Sally House explained to members that this was the first Capital Plan (draft) which had been outlined at a council meeting. The Plan builds on previous investment in the sector to increase participation, improve retention and raise achievement. It outlines Somerset LSC's current strategy and identifies future requirements.

If approved by members today it would be encompassed into a SW Regional Capital Plan for 2006/07 and presented to the Regional Board on 3 March 2006. In discussion it was agreed that the addition of a section on the value of projects approved at each college since the inception of the LSC would be helpful.

ACTION: Sally House

Sally House explained that the Somerset Capital Panel had met earlier in the day and had approved two of out three projects being considered. Both projects for Bridgwater College were approved; the Yeovil capital proposal was deferred until further information had been received. The Chairman sought approval for the Capital Plan to be forwarded to the SW Regional Board and integrated into the SW Regional Capital Strategy. Members agreed. The Chairman thanked Sally House for her work on the Plan and the Capital Panel members for their contribution to date.

7. Any other business

Letter to Chris Banks from Bill Rammell, MP – the Chairman circulated a copy of a recent letter which congratulated the LSC for its achievements and performance across the Learning and Skills Council.

Champions of Learning Awards Ceremony, Tuesday 2 March – the Chairman reminded members of this important Somerset LSC showcase event and encouraged as many members as possible to attend the event, and to act as table hosts for this event.

Lufton Manor College, OfSTED Inspection results – Marinos Paphitis briefly outlined the results from the recent OfSTED inspection at the College. He explained that the College had encountered recent staffing issues and this had impacted on the inspection.

8. Date of next meeting

Monday 24 April 2006, 4.30pm, East Reach House, Taunton.

Meeting chair	Jane Barrie
Minute taker	Lisa Ardley
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