

Adult Learning and Skills Partnership Meeting
City College Peterborough room H1.12
21st September 2010
9.30am – 11.30am

Present:

Iain Crighton	Chair
Karen Moody	PCC
Janet Brown (guest)	PCC
John Holdich	Councillor
Janet Goodwin	Councillor
Allison Sunley	PCC
Jackie Hall (representing David Roxburgh)	City College Peterborough
Liz Johnson (representing Andy Hicks)	Jobcentre Plus
Fiona O'Mahony	GPP
Steve Bowyer (representing Neil Darwin)	Opportunity Peterborough
Karen Prince	Axiom Housing Association
David Nixon	Perkins
Louise Bachelor	Cambridgeshire County Council
Keith Nelson	Total Coaches
Clair Meadows	Administrator

Action

1. Welcome & Apologies

Apologies received from Richard Astle, Rod Gilchrest, Mel Collins, Tim Glossop, , Linda Jones, Anna Clarke Angela Joyce and Jawaid Khan

2. Minutes and matters arising

Robbie O'Driscoll is no longer part of the Central Funding Unit; Janet Brown is attending in his place.

The minutes were agreed as an accurate record

3. Presentation on the role and function of the Central Funding Unit

Janet introduced herself and explained that she works alongside Paul James and they are based on the third floor at Bayard Place.

A PPT presentation handout was circulated.

The Central Funding Unit was set up in August 2009 as Peterborough's approach to bidding and to attempt to bring additional funding in to the city. The main focus is currently on securing EU funds.

The city has had a negative view from grant providers as traditionally there have been several organisations from the city chasing the same grants with no apparent communication.

Karen queried whether the voluntary sector know that they should be informing the CFU of bids being made. Janet responded yes, that the voluntary organisations would still prepare their own bid and then inform the CFU.

The CFU are now working closely with funders also – EEDA, National Lottery, HLF (Heritage Lottery Fund).

Janet stated that the CFU would find it beneficial for organisations to come to them to let them know what they are working on and their objectives so that they are able to understand needs and prepare bids on their behalf. A brief conversation and a several bullet point summary will suffice.

Since August 2009 the CFU have assisted in securing 6.8 million of funding for the city. 22 bids have been entered, 7 of which have been unsuccessful and 5 of which are still awaiting an outcome.

The successful bids have included funding from; the underpinning economic partnership programme, EEDA for recognition centre, arts council, skills for future.

Those that have been unsuccessful are due mainly to the volume of applications.

Cllr Holdich asked whether a website could be developed stating what funds and bids are available. Steve agreed that it would be useful to have information circulated.

Janet responded that where she has emailed teams she historically hasn't received responses.

Allison asked that perhaps it needs to be reassessed who is contacted as she would be interested in receiving information of this nature.

Janet to meet with Jonathan Lewis in the near future and will discuss.

Iain thanked Janet for her input.

4. Local Strategic Partnership update

- Green Shoots

Fiona outlined that the 4 main points of Green Shoots are; business intelligence, efficiency and delivery, Top 100 families and intervention. **Fiona to email a briefing paper on Green Shoots to Kaylene to circulate.**

- Peterborough Single Delivery Plan

Fiona outlined that the Partnership decided to look at its procedures and structure and as a result have undertaken a slight restructure.

The Chief Executive still meets with members and the board members have now become a bi-annual forum. Small priority groups have been set up to get the single delivery plan off the ground.

These groups are split in to 4 priorities – creating opportunities and tackling inequalities, communities, growth and capital.

Iain asked which group skills would sit in. Fiona responded that she thought that skills would stretch across a number of them but would probably fit best within Priority 1, creating opportunities and tackling inequalities.

3 of the 4 groups have had initial meetings but Priority 1 haven't as of yet. Those that have met already are looking at scope, the need to prioritise by working together and the need to focus money in the same direction.

Iain raised that there doesn't appear to have been any consultation as to where skills would sit. Fiona responded that the group has not yet met and this is part of

FO

the reason that she is here at this meeting today. She asked whether Iain has any suggestions as to how this is going to work.

Allison stated that there doesn't appear to be joined up thinking and that it can't just be high strategic level attendees at these meetings....it should be those that understand the specific needs of the departments.

Fiona asked how the process should work so that the outcome in a year is more positive than at the moment.

It was agreed after an involved discussion that it is essential that the relevant strategic individuals are in attendance at these meetings and that "skills" and a representative from the Adult Learning and Skills Partnership meetings need to be in attendance.

Iain asked Fiona to feed back the key points of the discussion Richard Astle.

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5. Performance Reporting

Karen stated that she is required to report on progress with adult learning and skills against 7 national indicators.

Most data is retrospective working a year previously and is circulated in August. There is an issue this year with the data that has been made available being different to that of previous years which means that it is not currently comparable. In previous years, we have reported on the 19+ data. Only 16+ data is currently available. The Skills Funding Agency have indicated that 19+ data is likely to be available from December.

6. LAA Action Plan Report

Karen distributed the Action Plan Profile Progress Report and explained that it is set against the 10 agreed action points of the last year of the LAA. The Action plan group are meeting regularly and are making good progress.

Karen gave an overview of all 10 action points as outlined in the progress report.

There are plans to raise the profile in terms of web presence – Opportunity Peterborough website to host information on Skills relevant to our business community. Karen to take on improvements of the PCC web pages for adult learning.

Steve reported that there are some limitations with the pilot RBSIS EEDA Employer database and that it is postcode restricted. It had been hoped that it would be more dynamic.

Apprenticeships continue to be driven forward internally by PCC. There was an initial issue in that PCC pay scales did not have a training grade built in which would have meant that apprentices would have been paid at approximately 6k more than the national average. Work has been carried out with the unions and a training grade has now been agreed and implemented.

The target of 10 apprentices may not be met. 4 have currently been recruited. 2 have been appointed at Ormiston Bushfield Academy as members of staff and 5 have been taken on by KIER. It is hoped that these appointments may be able to be taken in to consideration.

David reported that Perkins have hired 20 apprentices. This is a return to pre-recession levels.

Fiona asked whether the measurement of targets has been useful.
Karen stated that we need to use this measurement as this is how we are compared nationally and with statistical neighbours.

Iain stated that there needs to be a change in culture concerning apprenticeships. More small businesses need to be approached. It will be a challenge to get this message across.

John Nay, Head of National Apprenticeships Service is due to meet with Iain shortly.

IC

Allison is to take forward with Paul Tonks the work on including a skills pledge in future contracts issued with the council.

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7. National/regional work streams

LEP

Steve informed that the Local Enterprise Partnership between Greater Cambridge and Peterborough is about establishing an economic partnership – business led approach.

Steve recommended looking at the full proposal on the website;
www.yourlocalenterprisepartnership.co.uk

The area covers Cambridgeshire, Peterborough City, Rutland, Cambridge, East Cambridgeshire, Fenland, and Huntingdon but also extends in to parts of North Hertfordshire and Forest Heath, South Holland, King's Lynn and West Norfolk.

Priorities focus on transport and infrastructure and looking at the development of strategic sites, i.e. Peterborough train station, Great Haddon.

The proposal was submitted on 6th September. The outcome is not expected until after the comprehensive spending review.

There is no funding associated with LEPs, any bids will be made through the LEP.

Iain asked what the thinking is for our LEP as the skills will be different between Peterborough and Cambridge.

Steve responded that there will be 2 different delivery hubs, one for Cambridge and one for Peterborough as it is identified that there are different needs.

There will need to be links between the LEP and the single delivery plan that Fiona is working on.

- Regional Skills Priorities Statement

This has been produced by a team which EEDA led on for the Eastern Region. It is a lengthy document with appendices with information for each specific LA. It has now been posted on a website but is temporarily inaccessible.

Karen is not sure where this piece of work is going as it was commissioned by the previous government. We have the information that was prepared for Peterborough's appendix. Should anybody wish to see it then contact Karen directly?

8. Skills Funding Agency

Anna Clarke, nominated as the point of call for the skills funding agency hopes to be present at the next meeting.

Adult advancements career service – update from Louise Bachelor

This service went live from 1st August. There is funding available, although not as much as was originally anticipated.

There are up to 4,000 sessions per year for adults which can be delivered in Peterborough.

This service is being delivered through sub-contractors and managed by Suffolk County Council. The sub-contractors include Cambs County Council, Richmond fellowship (mental health) and Stamford new college.

Message is that this resource is available and it needs to be tied in with the agendas that we have and it needs to reach those adults most in need.

Louise to email relevant information to be included with the minutes.

Iain invited Jobcentre Plus to give a brief presentation to the group at the next meeting.

Iain thanked all for attending.

9. Date and time of next meeting

17 th November 2010	14.00-16.00	Room 1 1 st floor Bayard Place
15 th February 2011	09.30-11.30	Room 1 1 st floor Bayard Place

LB

AGENDA