

Notes

Operational Sub-group

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|-------------------------|-----------------------|--------------|--|
| Date | 7 May 2010 | Venue | London Councils |
| Meeting Chair | Mary Vine-Morris | | |
| Contact Officer: | Anna-Maria Volpicelli | | |
| Telephone: | 020 7934 9779 | Email | Anna-maria.volpicelli@londoncouncils.gov.uk |

Attendees:

Chris Smith
Clive Senior
Colin Jones
Helen McNulty
Helen Richardson
Nick Brenton
Alan Parum
Sarah Carrick
Steve Cameron
Wendy Forrest
Jonathan Rallings
Mary Vine-Morris
Yolande Burgess
Anna-Maria Volpicelli

GOL
GOL
LDA
Learning Trust
Barking and Dagenham
ALDCS
YPLA
YPLA
Newham
Tower Hamlets
London Councils
RPG
RPG
RPG

Apologies received

Doug Norris
Mike Pettifer
Sue Snowdon
Trevor Sandford
David Fowler
Caroline Dawes

YPLA
YPLA
Redbridge
DCSF 14-19 Adviser
LSEB
London Councils

Item 1. Notes of last meeting and action points

1.1 Notes of the last meeting were **AGREED** as an accurate record and outstanding action points addressed. MVM welcomed Colin Jones (CJ) of LDA and Sarah Carrick (SC-YPLA) of YPLA to the meeting.

1.2 Matters arising:
YB advised that DMAG are still working on cohort projection reports and seeking approval from DCSF to match pupil-level data from the PLASC with the ILR.

NB advised the group that Partnerships for Schools has commissioned a report on Building Schools for the Future Pupil Place Planning. RPG and GOL officers had been interviewed to inform the report's findings. Agreeing to circulate to members, he asked them to note that it is still a draft with the final version expected to be published later this month.

ACTION 30: NB to forward report for circulation to members.

1.3 YB updated members on Regional Commissioning activity, with contracts for Learning Plus UK and Choice about to be signed off. PQQs deadline is this coming Monday 10th in respect of Young Entrepreneurship.

Item 2. OSG ToR

- 2.1 The Chair advised that OSG is a key part of the structure and accountability of the RPG along with a role driving forward the workplan. It is important to review all of the sub-groups within the RPG and it was decided that by starting with OSG it will make it easier to link other sub-groups into this central hub. There is a need to ensure that there is clarity around the role of RPG as it will have both an advisory and a scrutiny capacity. RPG and its sub-structures need to have an open and transparent approach and enable greater engagement with those that want to be more involved.

Comments:

- Membership should be such that it has the ability to make quick decisions and implement them.
 - It may be useful to appoint a small OSG 'executive' to make any time-constrained decisions electronically in between OSG meeting dates.
 - Should not be so big that it becomes unwieldy.
 - LA representation needs to increase in order to ensure equal 'pan London' representation.
 - Some providers are not feeling engaged particularly Colleges who are strategic partners in areas and determine delivery across the area/region.
 - Apprenticeship Task Force representation suggested for OSG.
 - How do we reflect emerging clusters groups on OSG?. MVM said that there has been no agreement formal 'clusters' to be established but is happy to work with those that are 'naturally' forming.
 - RPG members should chair sub-groups
 - Strategic leadership rests with boroughs – need this to be reflected in the balance of LA membership.
 - Sub-group structures may change in the future as dictated by RPG (ESF, Apprenticeship?), and OSG should be the reporting line for this.
 - Need to make a reference to Regional Allocations Group
 - 5.1 communication challenges (keeping Bodies informed) – better wording needed
 - Meetings will take place at least 4 weeks before and after RPG (making 6 meetings per year at least), but other meetings could also take place.
 - Make provision for Vice-Chair and provide clearer guidance on level of regularity and attendance.
- 2.2 JR reminded members that all boroughs are represented at Leaders Committee and MVM advised that the RAG TfG would be discussing both infrastructure change and displacement in order to make recommendations on processes for London.
- 2.3 MVM recognised that the number of groups might increase and agreed that both ESF and Apprenticeships were key work strands.

ACTION 31: JR to revise ToR as per discussions.

Item 3. ESF Co-Commissioning

- 3.1 Co-financing Plans are due to be signed off but work is continuing through the summer. MVM tabled London ESF groups map and the LGA model Regional Partnership Agreement, advising that integrated commissioning is nearing agreement. Specifications are very important and LA's must have the opportunity to engage.
- 3.2 General comments:
- Training/workshops need to be arranged
 - Apportioning resources across strands is very important
 - SFA & NAS will deal with Apprenticeships specifications
 - The substantial amounts are for flexible learning 14-16, and 16+ inclusion.

- 3.3 It was **AGREED** that raising awareness for LA's and Providers needs to take place as soon as possible.
- 3.4 Comments relating to the SFA Annex C and LDA Annex E documents as follows:
- Too many outputs (SFA p14-15)
 - 30% of youth into work - too high?
 - January NEET figures used? Not Nov-Jan average? CS confirmed that GOL has these figures and CJ said that LDA would update table accordingly.
 - SFA/LDA split – YPLA/SFA tackling those in danger of becoming NEET, LDA – those who are NEET.
- 3.5 RPG/LDA ESF sub-group should be linked through to LA's. CJ said to keep a strong reporting line to OSG between now and September.

ACTION 32: GOL to send through data on NEET Nov-Jan average

ACTION 33: Members to notify MVM of interest in participating in ESF sub-group.

ACTION 34: Suggest a focus on ESF at next 14-19 Leads conference.

Item 4. Strategy Consultation

- 4.1 NB confirmed that he will circulate re-worked document, taking account of election outcomes. MVM said the consultation close would move to the autumn and that timing might be an issue for the Regional Statement of Priorities (RSoP). It has not been decided when the consultation will open, but possibly prior to the summer holidays. It was discussed that first part of consultation document should contain the key priorities.
- 4.2 Confirming that the Strategy was for 2010-2015, WF made the point that the Strategy should frame what LA's/RPG should be looking at longer term, but a commissioning statement may be needed year on year to set priorities. HMcN would like to see something by the end of term if possible.

ACTION 35: MVM and CJ to discuss joint ESF/Strategy launch.

Item 5. RPG workplan monitoring

- 5.1 **Data Group** – NB reported that YPLA have delivered training sessions to 150 LA colleagues. A lot is coming up on SSF around the quality of data. YB advised that DMAG have engaged with 25 LA's for school place planning but this raised questions on why the remainder have not bought in.
- 5.2 The goal of work with DMAG is to be able to approach both DCSF and Treasury with firm data on post 16 cohort projections. It is hoped that this will produce a credible challenge to ONS data and give a more accurate pan London picture.
- 5.3 AP advised that progress has been made on IT infrastructure and software development, with hot desks at YPLA solidly booked up. There will be remote access to Provider Gateway during commissioning cycle with 60 tables available for use. Pivot tables via the Provider Gateway will be ready for use by end of May.
- 5.4 **Achieving Excellence** – CS tabled 'Achievements 2009/10' paper and '2010/11' Themes paper. He confirmed that there has been a lot of interest with a number of new LA colleagues keen to be involved.
- 5.5 The balance of the DCSF funding (c100k) will be used to set up a resource pack for schools.
- 5.6 CS spoke to the 'Themes' section of the 2010/11 paper. It was noted that potentially there could be impact from a change in DCSF thinking. On the 3 key sub-themes, it was noted that there should be links to LLDD and LDA. There is no confirmed funding for development work and would need to look at admin support. The Commissioning Support Programme is interested in IAG and possible route to funding.

- 5.7 GOL are undertaking a review of how LA's deliver their CEIAG responsibilities.
- 5.8 **LLDD** – HMcN reported on two bids to National Transition team for funding looking at protocols on Learning Disability Assessments, and analysing data to predict demand in LAs. We need to consider how we will deliver these proposals even if the applications fail..
- 5.9 HMcN went on to advise that the Rose Project meeting was held last week and that the YPLA is expecting national guidance on LLDD Development Funding. Boroughs need to look at Special Needs in mainstream provision.
- 5.10 MVM advised that regardless of the ISP Placement Information circular RPG would not be seeking to directly moderate LA's decisions or manage affordability for LLDD in 2010/11 however, there is work underway for 2011/12
- 5.11 **RAG** - MVM advised members that a RAG 2010/11 forward planning meeting is scheduled for 23 June.

Item 6. Planning future network events and workshops

- 6.1. It was agreed to establish a forward plan of events jointly with GOL and YPLA to ensure complimentary timing around key issues and deadlines. It was suggested that LA's could host events on a rotational basis. MVM reminded members that REACT would only be running to August. Proposed items for events/training included:
 - Performance Management
 - Foundation Learning
 - Data MI
 - ESF

ACTION 36: Members agreed to form a taskforce to formulate forward plan which needs to include GOL, YPLA, DCSF, LA, RPG representatives.

Item 7. AOB

- 7.1 None recorded.

Date of next meeting: Friday 4th June, 10-12.30, London Councils.