



**Inner South Area Committee  
Employment & Skills Board  
Friday 19<sup>th</sup> July 2013**

**Dewsbury Road One Stop Centre**

**Attendees:** Councillor Groves, Martin Hackett, Simon Betts, Liz Lawrence, Sarah Suess, Jade Cicone

**Apologies:** Shaid Mahmood, Maggie Hartley, Simon Lonsdale, Wayne Noteman, Claire Wright, Gary Milner, Jane Hopkins,

---

**Action Notes**

	ITEM	Items of Report	ACTIONS	OWNER	By when
--	------	-----------------	---------	-------	---------

<p><b>1.0</b></p>	<p><b>Minutes of last meeting &amp; matters arising</b></p>	<p>Minutes were agreed as a true record. LL has looked at data sharing and people who are to have access to the Council website and have access to one file. Names and organisations are required of the people who require this access.</p> <p>The type of PC's need to be checked to ensure they are not staff networked but to ensure customers can access relevant information. There is to be one staff networked PC and the rest are to be customer networked. This needs to be checked before logins and software are ordered. Details for contact in IT are to be forwarded to MH and MH is to liaise with them to ensure everything is in place.</p> <p>Alice Winter is taking a report on AVEZ to the next Area Committee.</p> <p>SS has spoken with Hunslet Moor School regarding holding a learning market in September/October time. Hannah Darley, Headteacher, is having a meeting on Monday to discuss a date.</p>	<p>Names and organisation of people who require access to the file are required.</p> <p>LL to forward MH details of contact within IT. MH to liaise with them.</p>	<p><b>MH</b></p> <p><b>LL &amp; MM</b></p>	<p><b>By next meeting 29/11/13</b></p> <p><b>As soon as possible</b></p>
<p><b>2.0</b></p>	<p><b>Community Learning</b></p>	<p>LL gave an update on Community Learning, There is a budget of 1.8million for the city, 32 organisations applied and 42 applications were made. The applications received have been described as good applications with a range of training and learning. There is to be a mapping exercise to ensure applications have been spread across the city.</p>			

**APPENDIX 5**

		Cllr Groves asked for a brief of this funding.	LL to send a brief of the funding criteria to Cllr Groves.	<b>LL</b>	<b>As soon as possible</b>
<b>3.0</b>	<b>Engaging with Business &amp; Economic Development</b>	Cllr Groves & MH met with Tom Bridges and Sue Wynn, it was agreed a business engagement plan for South Leeds is to be developed. A breakfast morning is to be arranged with main businesses within South Leeds, no date has been agreed.			
<b>4.0</b>	<b>Update on NEET</b>	Reports were distributed to be discussed. Papers are to be distributed to the group to read and brought to the next meeting. It was suggested a mapping exercise be done within South Leeds to see what organisations offer within the area, the contact at Pathway Planning who may be useful is Sheila Ducksbury.	Papers to be distributed to the group.	<b>JC</b>	<b>As soon as possible</b>
<b>5.0</b>	<b>Children's Services Report on 18/19 Year Olds</b>	Item deferred to next meeting.			
<b>6.0</b>	<b>Updates on St George's &amp; Cottingley</b>	<p>St George's – Launch is looking set for 6<sup>th</sup> September, times are yet to be agreed. LL has emailed the comms team regarding the launch date to ensure everything is in place.</p> <p>Cottingley - An update was provided. There is a welfare reform budget of £3,000 for computer access within Cottingley. Ellie Rogers is working with local residents to support this project. Sharon from TUC has training opportunities available, these could possibly be advertised within St George's and The Point. LL is to speak</p>	To speak with Sharon & TUC regarding	<b>LL</b>	<b>By the</b>

**APPENDIX 5**

		with Sharon and see what is available and let SB know. SB confirmed if people apply for the training through JCP they can claim travel and childcare costs.	available training opportunities & inform SB.		<b>next meeting</b>
<b>7.0</b>	<b>Any Other Business</b>	LL informed the group of the PFI is now back on, refurbishments and new builds. Alice Winter is to attend a meeting next week, seeing what opportunities are available for local people. The first phase is due to take place in September. Work is taking place consulting with residents.			
<b>8.0</b>	<b>Date &amp; Time of Next Time</b>	Friday 29 <sup>th</sup> November 2013, 2.30pm – 4.00pm, Dewsbury Road One Stop Centre			