

**11-19 (25) Learning and Support Partnership Meeting
2nd March 2012, 8.30am**

Civic Hall, Leeds

Chair	Cllr Jane Dowson	Leeds City Council
Present	Gary Milner	Leeds City Council
	Margaret Cobb	YPLA
	Brian Duffy	Leeds College of Building
	Lynne McLaughlin	Igen
	Cllr Bentley	Leeds City Council
	Jane Taylor	Leeds City College
	Sue Wynne	LCC employment and Skills
	Richard Amos	Leeds City Council
	Simon Betts	Job Centre Plus
	Terry Walsh	Prospects
	Richard Norton	Young Lives Leeds (Renew)
	Ian St Rose	Leeds Reach – Young Lives Leeds
	Ceri Nursaw	University of Leeds
	Jean Davey	Leeds City Council – Youth Service
	Emma Falk	Youth Offending Service
	Terry Coen	Notre Dame
Minute Taker	Lee Parkinson	Leeds City Council

Item		Action
1	Introductions and Apologies	
1.1	Apologies were received from Andrea Cowans, Ken Cornforth, David Foley, Ian Billyard, Chris Morgan and Ken Morton.	
2	Minutes of the last meeting and Matters arising	
2.1	The minutes of the last meeting were agreed as a true record of events. It was requested that Lee Parkinson update and bring to each meeting the Action Tracker to enable the group to easily track actions assigned to members over the year.	
Action	Lee to ensure Action Tracker sheets are circulated at each meeting	LP
2.2	Item 8.5 – Richard Amos and Margaret Cobb to clarify the time officially allowed as a break from learning when a learner becomes pregnant.	
3	Update of Government Policy	
	<u>Impact of Curriculum Changes</u>	
3.1	The Fisher Family Trust have released an analysis of the potential impact of the changes to the list of approved qualifications for the KS4 performance tables. This analysis suggests that the potential impact of the changes would be significantly greater than the Local Authorities analysis indicated. <ul style="list-style-type: none"> The national level 2 (5+A*-C) figure would drop by 21%, with the Leeds figure dropping 28%. The national level 2 (5+a*-C) inc English and Maths would drop by 	



	<p>4.1% with the Leeds figure dropping 4.8%.</p> <ul style="list-style-type: none"> The effect on individual school's figures varies dramatically, with some schools seeing negligible fall in headline figures while other seeing drops of over 60% in the level 2 figure and 15% in the level 2 inc English and Maths figure. 	
Action	<p>The funding allocations sheet produced by the 14-19 Service to be uploaded to the share portal for information.</p> <p><u>Innovation Fund</u></p>	LP
3.2	<p>The council have submitted a £1.8 million bid for the £12 Million National Innovation fund aimed at supporting projects aimed at 14-15 year olds to develop their employability. Leeds City Council are prepared to be the Social Investment Partner and will be submitting an application to the DWP by 2nd March 2012. Margaret Cobb will be leading on this from the YPLA for the Yorkshire and Humber region.</p>	
Action	<p>Richard Amos to inform the group of the outcome of the bid and proposals to be discussed at a future meeting.</p> <p><u>Post 16 Allocations</u></p>	RA
3.3	<p>The YPLA will be confirming the 16-19 cash allocations to Schools and FE colleges week commencing 16th March 2012, It is expected that all schools and FE colleges will be facing significant funding cuts. The Local Authority will be contacting schools and colleges to offer support in assessing the impact of these changes.</p>	
4	<p>16-19 Learning Project / Review</p>	
4.1	<p>Leeds City Council have commissioned a piece of work to help ensure that by 2015, all young people aged 16-19 (25) who live in Leeds will:</p> <ul style="list-style-type: none"> Have the opportunity to follow a programme that enables them to remain in full time learning or work with training opportunities. Receive appropriate support that enables them to overcome any barriers to remaining in learning and to achieving their full potential. <p>Leeds City Council would want to be able to guarantee that:</p> <ul style="list-style-type: none"> There will be a co-ordinated city wide and centrally managed approach to the early identification of young people who are at risk of disengaging and dropping out of learning. There will be a co-ordinated city wide programme of multi agency interventions that enable young people who are at risk of disengaging or who have dropped out of education, employment or training to re-engage as quickly and effectively as possible. 	
4.2	<p>A project board that includes Council, School and FE College representatives has been formed to provide leadership, direction and support to this project.</p>	
5	<p>IAG</p>	
5.1	<p>Discussed as part of the wider NEET and Not Known update.</p>	

6	NEET and not known update	
6.1	<p>Terry Walsh presented the most recent NEET and Not Known figures for Leeds to the group and detailed the actions currently being undertaken to further reduce these numbers.</p> <ul style="list-style-type: none"> • Home visits – 580 people currently on this list • Telephone canvassing – working out of hours, 4,800 young people followed up this year to date. • Data exchange on college leavers – ex students from Leeds city college and Leeds college of building. 	
Action	Igen representative to distribute area lead brief to group to help recruit helpers for the 26th March “NEET Sweep” – Personal contact with upwards of 900 NEETs / Not Knowns.	LM / All
6.3	A Leeds Children’s Trust board paper produced by Paul Brennan was circulated for information to provide the group with an update on the “NEET obsession” – Increase the number of young people in Education, Employment and Training.	
6.4	It was noted that this report contained inaccuracies around “funding per learner reduced” as it’s the number of learners that’s being reduced, not the actual funding, this along with a couple of other wording changes would be amended in due course.	
Action	Gary Milner to amend Obsession report with comments from LSP re- “funding per learner reduced” is incorrect.	GM
Action	The latest copy of the NEET Obsession report is to be circulated to the group, any comments or additions should be sent to Gary Milner no later than Monday 5th March	GM
6.5	As part of Raising Participation Age, the Learning and Support Partnership needs a clearer view on exactly what information is getting to young people in schools as part of the IAG and progression pathways process.	
Action	Andrea Cowans to collate information from connexions providers, colleges and other partners and present an overview of the situation at the next meeting	AC
6.6	It was also noted that the NEET tracking and data information and sharing protocols would need firming up to allow the partners in Leeds to do this more effectively.	
6.7	As Terry Walsh is retiring at the end of March, a special thank you for his services was noted along with the presentation of a gift from the LSP group.	
7	Share Portal Demo	
7.1	Due to technical difficulties it was agreed that Lee would produce a few power point slides for distribution with the minutes to show group members how to access the share portal discussions area of the website.	

Action	Lee Parkinson to produce a short power point on using the discussions portal and circulate this with the minutes.	LP
8	Leeds Youth Offer	
8.1	Jean Davey gave the group an introduction to her new role and responsibilities as the Youth Offer Lead.	
Action	The “young Lives Forum” (attended by Ian ST rose) met recently and discussed the youth offer, Ian to circulate these minutes via Lee Parkinson for upload to the share portal.	LP
9	Vine Offer	
9.1	Vine, in partnership with colleges and the local authority have secured a new building for delivery that will be opening its doors on the 5 th April 2012, it is hoped that this will become a “centre of excellence” and allow SEND learners to be able to use its facilities instead of having to leave the Leeds area, it is expected to have a capacity of about 70-80 young people, all with very high special needs. A tour of the facilities will be available for the group in May as it will be the venue for the meeting.	
Action	Lee Parkinson to check if VINE is available for May meeting venue	LP
10	Terms of reference and Membership review	
10.1	It was felt that the agenda is dominated by the Local Authority and that school attendance has been patchy throughout the year. A membership review is to take place that should address these and other issues and ensure the partnership remains fit for purpose.	
Action	Gary Milner is to circulate a Survey before next meeting regarding LA dominated agenda’s and school representative attendance, Terms of Reference and current membership list will be circulated with this.	LP / GM
11	Update from LSP plan Leads	
	Several LSP exception reports were circulated for information – <ul style="list-style-type: none"> • SEND • Apprenticeship • LSP Plan Actions list 	
12	A.O.B No further items for discussion	
13	Date of next meeting 20th April – Leeds Civic Hall	
	NB – The next meeting will focus on NEET / Increasing participation	