

**Greater Lincolnshire Public Service Compact**

**Steering Group Meeting**

**Bishop Grosseteste University Lincoln LN1 3DY**

**16/3/16 14.00 – 16.00**

**Minutes**

**Present**

Paul Collins Boston College (Chair)

Chris Donkin DonkinItex (Facilitator)

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Yvonne Robinson ClarityLIncs (Facilitator)

Sean Knight Lincoln College

Tracie Charles Lincs County Council

Sharon Hylton City of Lincoln Council

Felicity Begley Health Education England

Alison Coton Bishop Grosseteste University

**Apologies**

Lyz Bastable Jobcentre Plus

Graham Basten Bishop Grosseteste University

Catherine Betts North Kesteven District Council

Amanda Boutell West Lindsey District Council

Mark Care Lincoln College

Stuart Davy East Lindsey District Council

Wendy Henry Lincolnshire County Council

David Knight Lincolnshire Partnership Trust

Mark Locking Lincoln College

Graham Randle GMB Union

Christine Cooper North Kesteven District Council

Joe Ryan Health Education England

Abbie Staples Lincolnshire Partnership Trust

Jen Teague City of Lincoln Council

Fiona White Community Lincs

1. Apologies were tabled as above. Chris welcomed Paul Collins as the new Chair, explaining that Stuart Davy had stepped down due to changing business priorities. Paul was nominated as Chair for the coming year, and appointed following an email consultation with Compact members. Thanks were expressed to Paul for accepting this role.
2. Minutes of the previous meeting were read and approved.
3. Matters arising:

* The update on Devolution has been postponed due to the absence of Stuart Davy from this meeting. There has been an announcement regarding the appointment of a Lincolnshire Mayor so this is an ongoing issue. ***Action – Yvonne to ask Stuart for either an update at the next meeting or some briefing notes. If this is not possible Yvonne to identify an alternative source of information for the Compact.***
* Transition arrangements for both facilitation and banking are in place – see later agenda items.
* The Annual Report has been produced and disseminated. Chris will produce the attendance report.
* Contact with potential new members – once Yvonne assumes full responsibility for Compact facilitation on 1st April there will be a recruitment drive. Amey , Serco and the Prince’s Trust will be contacted at that point, along with other organisations who may have an interest in joining the Compact.
* Future Workforce event follow-up will be completed by Chris.

1. Standard agenda items:

* Education update by Paul Collins:
  + all schools are to become academies which may have implications for county council involvement. It is unclear as yet how this will work, but it could take all schools out of local authority control.
  + The ESF funding stream ‘Skills Support for the Workforce’ is not yet out for bids. The news should be out in 2 weeks but there has already been considerable delay and time is growing shorter. The programme may now start in the summer, which would be a disadvantage in terms of holidays etc. The programme will now be limited to 18 months maximum – it could be affected by an exit from the EU which will require contracts to finish promptly. Boston College will be submitting a bid to be a lead partner – a role they have successfully played previously. However, there may be some competition from other providers.
  + This week has been Apprenticeship Week, which has seen a lot of activity by education establishments and training providers.
  + We are still awaiting the Skills Funding Agency Adult Single Budget Allocation, which was due out at the end of February. This funds students aged 19+. Paul believes that, unlike previous years, no virement will be allowed, which will reduce flexibility in this area.
  + OFSTED’s Chief Inspector, Michael Wilshaw, has stated that children should stay at school and not attend FE Colleges. It was reported that he has shown little recognition of the value of apprenticeships which the meeting found unhelpful in the light of current government policy.
* There was no update from ESB. ***Action Chris to obtain the minutes of the last ESB meeting.***
* Apprenticeships and traineeships – a briefing paper on the Apprenticeship Levy was supplied by Vicki Marshall. The paper will be circulated with these minutes.
* JC+ were not represented at the meeting and sent a copy of Touchbase for information. The newsletter is useful but does not give information specific to Lincolnshire issues. The group is interested to hear about the roll out of Universal Credit, as well as the impact of other welfare reforms. ***Action Shaun to speak to Graham Metcalfe, Regional Manager for the roll out of Universal Credit, with a view to obtaining a briefing or attendance at the next steering group meeting.***
* On behalf of the third sector, a report was supplied by Fiona White which Chris read to the meeting: *‘The county council are reviewing many of their VCS grants and there will be cuts, some of which are likely to have a significant impact on the support the sector can offer. This will obviously have an impact on recruitment and workforce development in a negative way. There haven't been many opportunities for contracted out service delivery as part of the LCC approach to being a commissioning organisation and future funding and /or contracts are likely to come from Europe and national funding sources.’*

1. Transitional arrangements for facilitation have been successfully implemented over the past two months. Yvonne Robinson (ClarityLincs) will be taking full responsibility for facilitation of the Compact from April. Chris will still be available for telephone consultation to ensure a smooth handover. Yvonne asked whether the Compact wished to change its name or logo at this point. The steering group were shown the new Notts / Derbys logo and approved this for use in Lincolnshire. The meeting also agreed to change the name of the Compact to the ‘Greater Lincolnshire Public Service Compact’. The new name and logo are shown at the top of these minutes. There was also discussion around the function and purpose of the Compact – whether organisations are aware of what it does, and whether its primary goals need to be changed or broadened. It was agreed that there will be a discussion at the next steering group meeting to redefine the rationale of the Compact. ***Action Steering Group members to consider this and discuss at the next meeting.***
2. Yvonne gave an update on Compact communication through the website and LinkedIn. The website is being redesigned to simplify its structure and make it easier to use. This is being completed by Ark ICT Solutions at no cost to the Compact. Yvonne will update content and archived previous material once the new website has been tested and is up and running. Yvonne has also created a group on LinkedIn, which will be solely for subscribing members’ use. This will enable discussion, communication of Compact business and sharing of issues and good practice. ***Action Yvonne to complete the update of the website and inform members when it is fully functional. Action Yvonne to invite subscribing members to join the LinkedIn group.***
3. Compact funding – there are now 16 full members. Financial management will pass from ELDC to Community Lincs from April and transitional arrangements are in place. Thanks are due to ELDC and particularly Wendy Bett, who have provided this service to the Compact for many years. The Compact currently has sufficient funds to pay for facilitation until mid-July. For this reason there needs to be a drive to enrol new members and find sponsorship for events. ***Action Yvonne to contact new organisations such as Amey, Serco and Prince’s Trust, as well as former members who have not subscribed this year, e.g. UNISON.***
4. Chris provided notes and feedback from the 2nd March event ‘The Changing Face of Apprenticeships’ which was well attended and very well received. These notes are attached to the minutes along with Vicki Marshall’s briefing paper on the Apprenticeship Levy. Thanks are due to Graham Randle of the GMB Union and Bishop Grosseteste University, who sponsored the event.
5. Future events:

* Paul suggested a further event on apprenticeships, but not until November / December when some issues around the Apprenticeship Levy may have been resolved.
* Alison suggested an event around the Living Wage, also addressing issues such as the gender pay gap, differentials etc. The meeting agreed a working title of ‘Pay and Recognition in the Public Sector in 2016’. Suggestions for speakers and sponsorship were the LGA, UNISON, Price Waterhouse Cooper and Protocol. ***Action Tracie to source and LGA contact. Yvonne and Chris to speak to UNISON. Yvonne to contact possible sponsors.***
* Felicity suggested we might hold an event around sustainability and transformation, but not until September as there is insufficient information at present. ***Action steering group to discuss further.***

1. Paul expressed the Compact’s thanks to Chris for his work and dedication as the facilitator for the past nine years. The meeting wished Chris a happy retirement.
2. Next meeting scheduled for 30/6/16 14.00. Venue TBC.