

# CL Providers Network Meeting Minutes 11.02.16

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AfC

*27 April 2016*

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**Community Learning Provider's Meeting – Minutes**

**Date:** Thursday 11<sup>th</sup> February 2016


**Time:** 3:00pm – 5:00pm

**Venue:** Terrace Room, York House, Twickenham

Attended: **Julie Papworth** (JP) – Home-Start Richmond, **Ruth Durant** (RD) – Richmond EAL Friendship Group, **Robin Bell** (RB), **Shelagh Laing** (SL) – Room For Work, **Emma Cartwright** (EC) – Mulberry Centre, **Lynne Walsh** (LW) – Walsh Media, **Hilary Walsh** (HW) – RACC, **Barri Ghai** (BG), **Hugh Dale** (HD), **Ryan Tolmia** (RT) – Achieving For Children


Apologies: **Margaret Prain** (MP) – Mencap, **Claire Chapman** (CC) – Brilliant Play Solutions

Item		Points	Actions
1.	<b>Welcome, Introductions &amp; Apologies</b>	All introduced and welcomed to the group.	
2.	<b>Minutes and Matters Arising from Previous Meeting – 17<sup>th</sup> Sept 2015</b>	<p>BG hands out document explaining what happens to personal data submitted to CL and why CL need the data. This has also been circulated via email and will be put on CL website.</p> <p>BG has emailed link to results of providers' survey 2015. There will be a new providers' survey for 2016 which will be sent out to providers.</p> <p>CL have added a self-declaration statement and tick box on new Enrolment form instead of creating a new self-declaration form in order to reduce the amount of paper work.</p> <p>In regards to the fee charging policy, this will come into place in the future but the logistics of the policy have not yet been confirmed.</p> <p>RB – A database has been set up for volunteers to register for Room for Work.</p>	

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<p><b>3. Round 1 Commissioning Update</b></p>	<p>In 2013/14 applications from providers to the value of <b>£190,231</b> were received, of which <b>£125,770</b> was commissioned. <b>£64,461</b> was recorded as funded by providers in-kind contributions. The actual percentage of in-kind contributions received in 2013/14 was <b>51%</b>.</p> <p>In 2014/15 applications to the total value of <b>£197,258</b> were received from providers, of which <b>£113,989</b> was commissioned. <b>£83,269</b> was recorded as funded by providers in-kind contributions.</p> <p>The percentage of in-kind contributions received in 2014/15 was <b>73%</b>, which represents a <b>22%</b> increase against the previous year.</p> <p>So far in 2015/16, applications from providers have been received to the total value of <b>£105,947</b> of which <b>£81,269</b> has actually been commissioned to them. In addition <b>£30,000</b> has been devolved to CC's to provide Family Learning. Therefore the total amount that has been commissioned to date is: <b>£111,269</b></p> <p>Providers (excluding CC's) have declared that a total of <b>£168,817</b> has been funded by them as in-kind contributions.</p> <p>In percentage terms, this figure represents a massive <b>207%</b> in-kind contribution by providers this year, and is a <b>134%</b> increase on last year.</p> <p>  Provider Network  Meeting 11.02.16.ppt</p> <p>SL – Mentioned that it might be worth having a look at the charging costs for volunteers. Referred to the Heritage Lottery Fund. SL advised that they proposed volunteer rates were £80p/hr.</p>	
<p><b>4. Round 2 Commissioning Details</b></p>	<p>BG advised that the deadline for submitting bids for Round 2 is 5:00pm, 29<sup>th</sup> February 2016. Providers are responsible for ensuring that their bids have been received electronically. The commissioning board will next meet on 8<sup>th</sup> March 2016 and providers will be notified by Monday 31<sup>st</sup> March 2016. All applications are for activities to be delivered before 31<sup>st</sup> July 2016.</p>	

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	<p>Providers asked questions about the 50% rule in relation to new bids and BG clarified several points.</p> <p>The Community Learning fund is designed primarily to kick start learning opportunities and not to long term fund them, so the Richmond Community Learning Partnership (RCLP) would expect providers to be seeking alternative sources of funding for the same learning opportunity in order for it to be sustainable.</p> <p>Learning activities meeting the 'same' or 'substantially the same' learning needs will not be repeat funded, and there is now a sliding scale of funding available for what the Commissioning Board considers repeat funding of the same organisation to deliver it, wherever that learning takes place in the borough.</p> <p>In theory, brand new courses that the provider has not delivered previously may be eligible for 100% funding. However this is subject to several criteria including; the provider's successful track record, the course/activity meeting the current CL/SFA strategic priorities, clear identification of local needs, and ultimately approval by the CL Commissioning Board.</p> <p>To support this model of future sustainability, the RCLP agreed that any provider successfully funded in 2015/16, can still apply for Community Learning funds this year or in 2016/17, but will only be eligible for 50% of the total funding requested if their bid is successful. These providers will then be ineligible to apply for Community Learning funding for a minimum period of two contract years. This decision has already been clearly communicated to all providers.</p> <p>BG also explained changes to CL's Key Delivery Priorities:</p> <ul style="list-style-type: none"> <li>• NEW programmes that support family learning activities</li> <li>• NEW programmes that support employability skills and tailored training provision to engage those furthest from the workplace or learning</li> </ul>	

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	<p>BG also explained changes to CL Criteria. All CL funded providers are also required to provide evidence of or demonstrate the following criteria through their application or during delivery of CL funded courses/activities:</p> <ul style="list-style-type: none"> <li>• All providers must ensure that the promotion of British values is firmly embedded in the delivery of their courses/activity, and learners feel safe and know how to raise concerns</li> <li>• All providers must ensure that they promote equality of opportunity and diversity within the delivery of their commissioned course/activity</li> <li>• All courses/activities must demonstrate how learners are safeguarded with reference to the new Government Prevent Duty. Providers must ensure learners are briefed on the risks of radicalisation and extremism</li> </ul>		
5.	<p><b>Ofsted Jan 2016 Inspection Update</b></p>	<p>Community Learning was inspected alongside the Way to Work service on January 13<sup>th</sup> and 14<sup>th</sup> 2016. Early indications suggest that the provision has maintained a 'Good' grade.</p>	<p><b>BG to circulate final document when it has been published</b></p>
6.	<p><b>Prevent Duty</b></p>	<p>BG briefly explained the background and context of Prevent to providers.</p> <p>From 1<sup>st</sup> July 2015, all FE Providers have a duty to safeguard their students/learners. Providers can contact the Local Authority Single Point of Access Team if they have any concerns about their learners.</p>	<p><b>BG to produce two guidance sheets, one for providers and one for learners.</b></p>

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7.	<p><b>Provider Activity &amp; Group Feedback</b></p> <p>Providers were asked to discuss in their groups, two questions each relating to the embedding of Prevent.</p> <p>Detailed notes were made and included in attached document –</p>  <p>Community Learning Providers Network Meeting</p>	
8.	<p><b>Provider Training Opportunities 2016/17</b></p> <p>HD will circulate training opportunities for 2016/17 to all providers.</p>	<p><b>HD to circulate training opportunities via email</b></p>
9.	<p><b>Any Other Business</b></p> <p>BG announced that there have been some changes to the RCLP membership. Ivana Price will no longer be part of the RCLP or Commissioning Board, following changes to her management portfolio.</p> <p>Heather Matthews will be the interim chair of the RCLP.</p> <p>Community Learning will be moving into the Schools division of AfC and strategically managed by Eamonn Gilbert – Associate Director Commissioning</p>	

Item	Points	Actions
10.	<b>Date and Time of Next Meeting</b>  The next Provider Network meeting will be held on May 11 <sup>th</sup> 2016	<b>BG to invite providers to attend this meeting by 1<sup>st</sup> May 2016.</b>