

# Minutes

<b>Date</b>	25 January 2010
<b>Subject</b>	Bureaucracy Reduction Group
<b>Location</b>	LSC National Office, Cheylesmore House, Room 4
<b>Time</b>	10:30 - 15:00

## Present

Attendees and apologies are detailed at the attached.

### Item 1. Welcome and introductions

- 1.1 The Chair welcomed all to the January meeting of the group, and in particular to new member, Gemma Painter representing NUS and Brenda Allen from an independent provider who was attending as an Expert Witness for this meeting only.

### Item 2. Minutes of the last meeting and matters arising

- 2.1 Both the minutes and Chair's note of the last meeting can be found [here](#). The Chair referred to the 4 recommendations made by the group surrounding the scrutiny of YPLA and SFA systems at the November meeting and as detailed in the [November bulletin](#). Chair confirmed that he had raised with Geoff Daniels, Director of Funding and Strategic Analysis (LSC) the issue of learners who turn 19 during a programme of study and the need for Local Authorities to accept funding responsibility for them, rather than a separate contract being held with the SFA and would continue to pursue this recommendation.

### Item 3. 1<sup>st</sup> Scrutiny – Performance Management Framework

- 3.1 Five main points from members were put to officials from BIS, DCSF and SFA:
  - Learner feedback systems
  - LSIS – tension in proposals, smaller self assessments but more comprehensive key performance indicators
  - Bureaucracy behind safeguarding and how legislation is interpreted
  - Sponsors –plead for a light touch from Local Authorities and to think outside of the normal 'school box'
  - Welcoming the Single Account Manager system.

For details of the scrutiny discussion please refer to the [Chair's notes](#) on the website.

#### **Item 4. Information Session – Train to Gain**

- 4.1 Richard Mole, Senior Policy Manager, LSC [presented](#) to the group on a recent impact assessment of Bureaucracy Reduction Measures in Train to Gain. Richard commented that bureaucracy reduction has been an ongoing theme within Train to Gain for over 18 months, which has been wide ranging and has an impact on more than just Train to Gain processes. The group agreed that the methodology used to measure the bureaucracy in the Train to Gain survey might easily transfer to other areas/organisations.

#### **Item 5. BRG Activities and Emerging issues**

- 5.1 The Chair explained plans to hold good practice workshops as part of the strategic plan for the group in working with providers, were now on hold pending the consultation on the future of the group. Sector views on the proposal were welcomed by the Chair on which would be the preferred format for the group:
- Carry on as now, holding a scrutiny, lobbying for change etc.
  - Emulate HE – Regulatory review group and make recommendations to Ministers, but a short term group
  - A standing body but with more power, such as the Information Authority with a more coherent plan for how systems should be going forward.
- 5.2 The group expressed the importance of collective buy-in and sponsorship to the group and used the example of Machinery of Government when 'owned by 2 departments'.

#### **Item 6. Simplification Plan Monitoring**

- 6.1 Updated simplification plans were received from Ofsted and LSIS and are available [here](#). Plans are outstanding from BECTA, now due 31<sup>st</sup> March and Ofqual and QCDA who were not represented at the meeting.

#### **Item 7. Scrutiny – National Commissioning Framework**

- 7.1 The NCF had been a scrutiny area at the July meeting of the BRG and members considered the latest consultation document. The consultation process ends on 5<sup>th</sup> February. Please refer to the [February bulletin](#) for a record of the comments that were submitted as part of the consultation process.
- 7.2 Paul Williamson informed the group that their feedback from the earlier meeting had been considered, although the thinking and principles had not changed fundamentally since July, the main document has been expanded on. Once it has been published a revised summary will follow but this should not create further bureaucracy.

7.3 Paul informed the group he would take away and discuss with colleagues the following:

- Learners who turn 19 during a programme of study and the need for Local Authorities to accept funding responsibility for them, rather than a separate contract being held with the SFA and would continue to pursue this recommendation.
- Why internal audit of sixth forms is a statutory requirement but this is not the case for academies.

7.4 Chair confirmed that on behalf of the group he would put together a formal response to the National Commissioning Framework consultation but members were welcome to respond individually if they wanted to.

**BRG Attendance 25 January 2010**

Tony Craven	Chair
Debbie Watson	LSC (SFA)
Sue Rogers	BIS
Elizabeth McCann	LSC (SFA)
Pete Ashton	IA
Dan Taubman	UCU
Ann Hughes	BECTA
Derek Bodey	St Brendan's Sixth Form College
Ian Wilson	LSIS
Paul Eeles	ALP
Steve Candlish	JHP Training
Gemma Painter	NUS
Robert Russell	AoC
Alison Miller (on behalf of John Freeman)	LGA
Jos Parsons	Ofsted
Paul O'Shea	St Charles Sixth Form College
Martin Jones	Guildford College

**Apologies**

Anna Paige	DCSF
John Freeman	Local Authority Directors of Children's Services
Tim Ward	Third Sector Learning Alliance
Jonathan Price- Marlow	QCDA
Peter Roberts	Leeds City College
Elizabeth Bray	West Suffolk
Emma Cochrane	Ofqual
Anne Fessi	Information Authority
Mike Slawin	Weston College
Terry Fennell	ALP
Jagvir Banning	LSC (SFA)
Bobbie McClelland	BIS
Rosemary Varley	AMiE

**In attendance:**

Mark Kaczmarek, BIS,  
Stephanie Morgan, DCSF  
Mike Bell, LSC (SFA)  
Paul Williamson, LSC (YPLA)  
Jo Higgins, LSIS  
Lorna Fitzjohn, Ofsted  
Richard Mole, LSC

**Expert Witnesses:**

Brenda Allan, Hair and Beauty Industry Training (HABIT)