

**MINUTES OF THE MEETING OF THE LEARNING AND PERFORMANCE**

**COMMITTEE HELD ON 7<sup>th</sup> OCTOBER 2009**

**PRESENT:**

M Dacey [Temp Chair]	A Evans	M Thomas
D A Jones	S Mohammed	

**APOLOGIES**

G Bowd	D Mead	C Jones
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**IN ATTENDANCE:**

RG Fowler	H Davies	R Larcher [Clerk]
	[LP09/10: 015]	
K Booker	G Jones	

**PART I: NON- CONFIDENTIAL ITEMS**

**LP09/10: 001      DECLARATIONS OF INTEREST**

**ACTION &  
TIMESCALE**

Noted [i]: There were no declarations of interest.

**LP09/10: 002      ELECTION OF TEMPORARY COMMITTEE  
CHAIRPERSON**

Noted [i]: The absence of G Bowd, Committee Chairperson.

<b><u>Resolved [i]:</u> That M Dacey be appointed temporary Chairperson for the duration of the meeting.</b>	<b>MD 07.10.09</b>
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**LP09/10: 003      MINUTES [PART I]**

Noted [i]: The contents of the minutes of the meeting of the Learning and Performance Committee [Part I] held on 14.01.09.

<b><u>Resolved [i]:</u> That the minutes of the meeting of the Learning and Performance Committee [Part I] held on 13.05.09 be approved.</b>	<b>CLERK 07.10.09</b>
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**LP09/10: 004      MATTERS ARISING FROM MINUTES**

Noted [i]: Ref: LP 08/09 : 034 – The new Estyn inspection scheme is to be piloted in November 2009 at Coleg Powys.

LP09/10: 005

**EXCEPTIONS REPORT**

**ACTION &  
TIMESCALE**

Noted [i]: The Exceptions Report will return as a standing Agenda item for the Corporation Board and all Corporation Committees this year.

LP09/10: 006

**RISK CONTROL & MANAGEMENT REGISTERS**

Noted [i]: The contents of the report presented by F Green, Head School: Horticulture & Applied Therapies with particular reference to:

- The high value of specialist equipment and resources needed by the School.
- The highest identified risk being possible theft of specialist equipment and resources that will inhibit learning and assessment.
- Standard practice now operating is to check equipment and stock at start and end of sessions.
- Anti theft bolts and CCTV cameras have now been installed on sheds at Twyn yr Hydd.
- Continuing need to complete installation of Salto locks on all staff only doors.
- The financial support of learners being reduced or withdrawn poses a high risk due to the large numbers of adult learners and learners dependent upon financial assistance.
- Childcare support through use of the crèche provides essential financial benefits to learners and as such cross checks and monitoring of attendance against crèche usage is ongoing.
- That the School commercial facilities (Twyn yr Hydd Garden Centre, Afan Campus Hair/Beauty Salons) do not operate at cost effective levels is perceived as a risk.

**Resolved [i]: That the Risk & Control Register – Horticulture, Hairdressing & Applied Therapies be approved.**

**L&P CTTEE  
07.10.09**

Noted [ii]: The contents of the report presented by G Jones, Director for Curriculum with particular reference to:

- The importance of ensuring the curriculum meets the needs of learners and employers and the risk posed by not receiving the necessary Labour Market Intelligence (LMI) which informs curriculum planning.

- The planned delivery by the Admissions Unit and Marketing Unit of bimonthly LMI reports.
- The planned targeting of curriculum based questions by Learner Services during Learner Focus Days.
- Plans to invite employers to course/provision reviews where relevant.
- Take up by employers has been poor in other colleges though a few have been enthusiastic.
- Plans to ensure learners are represented at course/provision team meetings and reviews.
- Provision development planning (PDP) has been introduced though many exceeded the CEU predictions made.
- The PDP process implemented by the College has been praised by DCELLS as an example of good practice.

**Resolved [ii]: That the Risk & Control Register – Curriculum be approved.**

**L&P CTTEE  
07.10.09**

**LEARNING & PERFORMANCE COMMITTEE MEETING  
SCHEDULE 2009-2010**

Noted [i]: The content of the Draft Meeting Schedule and the opportunity to amend the meeting locations and times.

Noted [ii]: That the Governor Development Day will be held on Saturday 27<sup>th</sup> March 2010 at Twyn yr Hydd House.

**Resolved [i]: That the meeting scheduled for 24<sup>th</sup> February 2010 be held on the Afan Campus at the usual time of 4.30 pm**

**L&P CTTEE  
24.02.10**

**SIGNED BY THE COMMITTEE CHAIRPERSON**

**SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_**