



**Derbyshire Public Sector Compact
Minutes of Steering Group meeting at University of Derby
February 23rd 2007 at 10.00 am**

Present

Roisin Murray (Chair)	University of Derby
Chris Donkin	Lifelong Learning UK
Hev Bingley	Train to Gain
David Croll	Derby College
Mark Edwards	Derby City Council
Kerry Finnegan	South Derbyshire District Council
Cate Hollinshead	Derbys Hospitals NHS Foundation Trust
Annette Lowe	Derbyshire Learning Partnership
Eryl Prentice	Learning and Skills Council
Cheryl Roberts	Learning and Skills Council
Linnia Khemdoudi	South East Derbyshire College
Elizabeth Wilson	Derbyshire County Council

Apologies

Verna Bayliss	Derby City Partnership
Clare Bedford	Derbyshire Police
Judi Berresford	Derbyshire Fire and Rescue
Cherry Brooks	PS People Specialists
Dawn Fisher	University of Derby
Tim Harrison	Derby City Council
Carol Hart	English Local Strategic Partnerships
Jackie Hewlett-Davies	Derbys Hospitals NHS Foundation Trust
Peter Jessop	The Derbyshire Network
Andy Marsh	Learning and Skills Council
Pat McLoughlin	Read On – Write Away
Ian Murray	Chesterfield College
Maurice Neville	Derbyshire ACL
Beverley Smith	Derbyshire Connexions
Gail Widerman	Age Concern Training
John Wright	Derbyshire Police

Election of Chair

In the emailed returns to LLUK, Roisin Murray of the Partnership Development Team of the University of Derby had indicated that she was willing to be Chair of the Compact. The meeting duly elected Roisin as Chair.

Action : none

Enlisting the support of a facilitating agency

The Steering Group agreed that the support of a facilitating agency in the first year would be useful in sustaining the momentum established in setting up the Compact.

It was noted that LLUK's involvement is to help establish the Compacts and that their contracted input is only available until the end of March 2007. It had been suggested that the Derbyshire Learning Partnership could fulfil this role it was agreed to ask the Derbyshire Learning Partnership to provide a facilitating agency service akin to that supplied by Leicestershire and Leicester City Learning Partnership for the Leicestershire Public Sector Compact.

Action : CD and RM to explore likely form of support with the Derbyshire Learning Partnership to see if they are able to commit to supporting the Compact.

Action : EP to establish whether or not LID funding could be made available to provide financial support for the facilitating agency

Establishing Terms of Reference

The group were provided with the Leicestershire Public Sector Compact Terms of Reference and draft Terms of Reference for the Nottinghamshire and Lincolnshire & Rutland Compacts. Whilst acknowledging that the Leicestershire Compact Terms of Reference were fit for purpose for Leicestershire, there was an enthusiasm to produce something slightly more concise for the Derbyshire Compact. A discussion then took place. It was agreed that the purpose of the group should reflect a desire to work collaboratively to address workforce development issues to increase the quality of public services. Other suggestions regarding making the Terms of Reference specific to the county and slightly more concise were adopted. It was agreed to omit lengthy references to the role of the LSC.

Action : CD to draft Terms of Reference for the next Steering Group to consider. CD to send out draft Terms of Reference in advance of the meeting for comment and potential re-drafting

Identification of issues to be taken forward in an emerging action plan

The Compact reached a broad agreement to address 'Learning and Development' and 'Recruitment and Retention' issues. The exact constitution of the theme groups to be established to take issues forward to be decided at the next Steering Group meeting.

Learning and development issues were identified as the likely main driver for this Compact.

As part of their contribution LLUK had already undertaken a mapping exercise to identify what apprenticeship opportunities relevant to the public sector are currently available in Derbyshire. This analysis is available and can be downloaded from the project web site (www.empscompacts.org.uk). This site also houses all Compact generated documentation and updates.

Action : Terms of Reference to reflect emerging priorities

Any other business

CD informed the group that a possibility existed for the Compact to stage a special event, possibly a 'mini conference', before the end of March funded by the East Midlands Public Sector Compact project. The group thought that the timescale would be too challenging and asked if such an event could be staged later to allow a longer lead-in and the chance to ensure a good attendance.

Action : CD to check with LLUK whether funding could be vired to allow such an event to be held after the official end-date of the project.

Next Steering Group meeting – Week beg 19th March

The group expressed the view that Steering Group needed to meet again to establish Terms of Reference, decide on possible role of 'facilitating agency' and possible network groupings before nominating specific Compact activity. It was agreed to hold the second Steering Group meeting in the week beginning the 19th March.

Action : CD to contact Chair of Steering Group to establish most appropriate date of next meeting.

NOTE : Since the meeting CD has spoken to RM and the next meeting has been set for **9.30 am on Thursday 22nd March at the University of Derby**