

Steering Group Meeting

Monday 25th June 2007, 10:00, Kesgrave War Memorial Community Centre

Tea and Coffee will be available from 09:30

Agenda

Welcome & Apologies for Absence 5 mins

Minutes of previous meeting and Matters Arising 10 mins

Simon and Robin to attempt to rationalise Objectives	AP 1.1
Simon to copy out details of other learning consortia for the group to see what is going on around the country	AP 1.2
ALL any additional Data Capture requirements emailed to Simon by 07/05	AP 1.3
Simon to email out links to Herts. and Essex prospectuses	AP 1.4
SAVO, SACRE, Young Suffolk to provide Job Descriptions by end of May	AP 1.5
Jacqui Wilkinson to arrange first meeting date, before end of May	AP 1.6
Robin Hodgkinson to arrange first meeting date, before end of May	AP 1.7
Ronagh Witthames to arrange first meeting date, before end of May	AP 1.8
ALL any additional Survey requirements emailed to Simon by 07/05	AP 1.9

Working Group reports: 30 mins

- Youth (Young Suffolk)
- Common Inspection Framework (SAVO)
- Skills for Life / Employment entry (SAVO)
- Managed Networks (SACRE)

Learning and Skills Needs Survey - Agree and discuss distribution 10 mins

Website - current and future 10 mins

SVLC County Event - Date and Agenda 10 mins

LSC News - Tutor Qualifications, PQQ 10 mins

AOB 15 mins

Date of future meetings (Please bring your diaries) 5 mins

Meeting to finish by 12.00.

Please bring copies of all relevant information as copies will not be available on the day. (Minutes, Terms of Ref., Action Plans available at www.suffolklearningconsortium.org)

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