

Skills for Life Working Group Meeting

Minutes

Thursday 21st June 2007, 10:00, Kesgrave Community Centre

Attendees

Stuart Lowestoft College
Derek Amner Meridian East
Simon Waldron SAVO (Project Coordinator) (Chair)
Tim Abbott Suffolk Connect

Apologies for absence

Robin Hodgkinson Suffolk Association of Voluntary Organisations
Don Tricker PASTEL

Minutes of previous meeting and Matters Arising

The Minutes of the last meeting, 3rd May 2007, were approved.

Action Points

Robin to seek Suffolk ACRE rep for Learning and Skills - Ongoing	AP 1.1
Simon to research interested parties and invite to next meeting - Ongoing	AP 1.2

Simon reported that Don Tricker (from PASTEL) had asked to join the Working Group, and the Banglashi Support Centre were also interested.

The meeting suggested that YMCA and Workwise also be invited.

Simon to collate data, L&S meetings attended by SG members - Ongoing	AP 1.3
Chris to research Suffolk IAG Directory and e-learning resources - Done	AP 1.4

Chris, via Stuart, has provided a copy of the 2006 Directory and it was agreed that it should be used to update the SAVO database for future use

Simon to ask Louise to update SAVO database with IAG Directory info.	AP 2.1
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The meeting also asked if Simon could research what e-learning was available for SfL.

Simon to research what e-learning was available for SfL.	AP 2.2
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Robin and Simon to compile 'Additional Learning Needs' - Done	AP 1.5
Carry out 'Additional Learning Needs' survey - Ongoing Robin – Bridge Project (Sudbury), Millennium Farm Trust Tim – Workwise, Chris – The Crossing (Lowestoft)	AP 1.6

Any Other Business

The meeting agreed that a robust Action Plan was in place and that we were awaiting the results of the Needs Survey before we could progress.

Simon updated the meeting on the current issues relating to PQQ and Tutor Qualifications (full details to be posted on SVLC website).

Date of next meeting

TBA

Meeting finished at 11.30.

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Simon to ask Louise to update SAVO database with IAG Directory info.	AP 2.1
Simon to research what e-learning was available for SfL.	AP 2.2

Simon Waldron

E: simon.waldron@savo.co.uk

T: 01638 721179

M: 07808 952706