

Skills for Life Working Group Meeting



Minutes

Thursday 6th December 2007, 10:00, Castle Hill Community Centre

Attendees

Robin Hodgkinson Suffolk Association of Voluntary Organisations (Chair)
Simon Waldron SAVO (Project Coordinator)
Tim Abbott Suffolk Connect
Clive Mobbs WEA
Don Tricker PASTEL
Derek Amner Meridian East

Apologies for absence

Sue Garvey West Suffolk MIND
Anne Utting Shaw Trust
Chris McGuinness Lowestoft College

Minutes of previous meeting and Matters Arising

The Minutes of the last meeting, 21st June 2007, were approved.

Robin gave a brief introduction of the roles of the Consortium and Working Groups for new members.

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 - Done	AP 1.2
Simon to collate data, L&S meetings attended by SG members - Ongoing	AP 1.3
Robin and Simon to compile 'Additional Learning Needs' - Done	AP 1.5
Carry out 'Additional Learning Needs' survey - Ongoing Robin - Bridge Project (interested in joining, in 2008), Millennium Farm Trust (not interested in joining) Tim - Workwise, Chris - The Crossing (Lowestoft)	AP 1.6
Simon to ask Louise to update SAVO database with IAG Directory info. – Ongoing (Pending County VCS database rationalisation)	AP 2.1
Simon to research what e-learning was available for SfL. - Ongoing Clive suggested the Gateway for Excellence via QIA	AP 2.2

Consider findings of 'Needs Survey'

Simon gave brief view of Survey Conclusion, primary cause for concern being poor governance.

Discussions on differences in the VCS; learners may take much longer to complete learning (i.e. mental illness), many learners can gain from progression but at sub-L2

(benefits can be gained below Qualification levels), many people do not like a college environment (VCS deliver locally and 'friendlier'),

Plans to meet our Objectives:

- to draw together a database of organisations with a skills for life or entry into employment remit (Suffolk ACRE?)

Simon to ask Suffolk ACRE what data they have, ask Regional Group Org, Client Group, SfL delivery, accredited or not	AP 3.1
Simon to design data capture form, circulate to WG	AP 3.2

- to work with these organisations to share good practice and develop common resources in their work with staff, volunteers and clients with low skills

Simon to ask LSC what SfL projects have been funded in the VCS in last two years + data capture of learning delivered (OCN, modular, own written)	AP 3.3
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- to widen participation in organisations offering skills for life opportunities and provide better information resources for those groups with people with learning difficulties or who have mental health issues

Simon to arrange data capture (Cllr Rosie Clark, County Mental Health Forum (Laura Hack? Meridian sit on))	AP 3.4
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- to look at how those volunteers who use volunteering as a step into the work environment can be helped better through advice and learning initiatives

Simon to liaise with Gill Robinson	AP 3.5
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- to represent the VCS on County Skills for Life bodies

Clive Mobbs will update WG on any significant info from SfL Strategy Body	AP 3.6
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- liaise with colleges/other institutions to share knowledge/develop new initiatives (Business as usual role for Working Group)
- Co-ordinating approaches in local LIP areas.

Simon to arrange data capture thru LIP's	AP 3.7
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Consider ITT applications for LSC/ESF funding

Meridian - SfL

Discussion on funding streams, identified possible Consortium bids - SfJ, Workplace SfL, Workplace Learning Champions, NEET Prevention.

Concern over short timescales and high admin requirements for LSC/ESF funding.

Simon will assess outcome of Regional ITT Meeting on 7th December and then send out invites for partners in Suffolk.

Any Other Business

Teacher Qualifications – concern raised over capacity/funding to upskill trainers in the VCS to the new required levels.

Date of next meeting

Thursday 21st February 2008, 10:00

Meeting finished at 12.00.

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Simon to research what e-learning was available for SfL. - Ongoing Clive suggested the Gateway for Excellence via QIA	AP 2.2
Simon to ask Suffolk ACRE what data they have on organisations with a SfL remit, (Regional Group/Org, Client Group, SfL delivery, accredited or not)	AP 3.1
Simon to design data capture form for orgs with SfL remit, circulate to WG	AP 3.2
Simon to ask LSC what SfL projects have been funded in the VCS in last two years + data capture of learning delivered (OCN, modular, own written)	AP 3.3
Simon to arrange data capture of orgs with SfL remit + special needs (Cllr Rosie Clark, County Mental Health Forum (Laura Hack? Meridian sit on))	AP 3.4
Simon to liaise with Gill Robinson (volunteering as a step into work)	AP 3.5
Clive Mobbs will update WG on any significant info from SfL Strategy Body	AP 3.6
Simon to arrange data capture thru LIP's of SfL involvement	AP 3.7