

Steering Group Meeting



Friday 5th December 2008, 10:00, SAVO Office, Woodbridge Road East, Ipswich

Tea and Coffee will be available from 09:45

Agenda

Welcome & Apologies for Absence 5 mins
Minutes of previous meeting and Matters Arising (attached) 5 mins

Simon discuss with Suffolk TAP to publicise VCS courses open to Business	AP 9.1
Simon to develop Communication Plan (using Best Practice within Region) Awaiting development of regional plan.	AP 6.2
Simon to seek permission to publish regional work on website.	AP 7.1
Simon to publicise on website who has got whiteboards + mobile, together with user guides for the whiteboards and TurningPoint	AP 9.2
Simon contact non-attendees to find out why not attending Steering Group meetings	AP 9.3

Funding 15 mins
Workforce Development Project 15 mins
VCS Train to Gain delivery 15 mins
NLDC Funding Project 15 mins
Where do we go from here? 15 mins
LSC / Regional News 20 mins

- Qualified Provider Framework (LSC PQQ)
- Teaching Qualifications
- Continuous Professional Development

AOB 10 mins
Date of next meeting

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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