

Minutes

Wednesday 21st May 2008, 14:00, SAVO Office, Woodbridge Road East, Ipswich

Introductions & Apologies for Absence

Attendees

Dawn McCracken - Suffolk LSC
Ronagh Witthames - Suffolk ACRE
Barbara Beaton - West Suffolk College
Dee Crowe - Suffolk TAP
Vivienne Wiggins - Learning Champions
Simon Waldron - Learning Consortium

Apologies

Robin Hodgkinson - SAVO
Carol Deslandes - Suffolk ACRE
Liam Flynn - Train to Gain Broker
Judy Williams - Optua
Simon Allen - YMCA Training

Simon welcomed everyone to the meeting and attendees explained their role.

Project Overview

Dawn gave an overview of the project (detailed in LSC Contract EE08078076), highlighting that Suffolk had a significant workforce skills shortage and that Train to Gain (TtG) aimed to address this as people with Level 2 qualifications were more like to gain / stay in employment.

Currently TtG is falling short of delivery targets and as the Voluntary and Community Sector (VCS) have a good track record for project delivery, and have a significant workforce, the aim of the project is to support the rollout of TtG through the VCS.

Project Team Members - Who else should contribute?

Whilst the Task and Finish Group comprises partners named in the LSC Contract a quick brainstorm sought other possible partners, and it was suggested that NACRO might be invited.

AP 1.1	Simon to invite NACRO to next meeting	SW
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Terms of Reference

It was agreed that this group did not warrant Terms of Reference but would work to the requirements of the LSC Contract.

VCS Workforce Development Strategy

Simon outlined the previous work carried out in the VCS to develop a Workforce Development Strategy, and whilst plenty of research had been carried out (all of which confirmed the same needs) funding had never been identified to deliver a solution.

An East Region LSC funded project to rollout TtG in the VCS had already identified a number of issues, including prejudice from previous experiences of TtG.

The VCS Workforce Development Strategy had therefore been developed by Simon, and endorsed by other VCS learning consortia in East Region, to provide a structured Workforce Development system which made use of existing services (Train to Gain, Skills for Life, Learning Champions).

Project Plan / Targets

The meeting agreed that the Project Plan included all the required steps and that the Targets were achievable.

Dawn outlined some possible changes to TtG which would make it more flexible (Lite Touch, Firstness, Level 3 Jumpers, Early Years) and it was suggested that a bid for the LSC/ESF Community Grants may be made to support Level 3 courses.

Dawn also suggested working closely with West Suffolk College as they were a key player in TtG delivery.

AP 1.2	Simon to have meeting with West Suffolk College to discuss the possibility of VCS organisations delivery TtG	SW
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Suggestions were sought for other VCS organisations to trial the project; ISCRE, ICVS, SCOPE, Anglia Care Trust, Ormiston Trust, St Edmunds Diocesis, Trade Unions.

AP 1.3	Simon to contact suggested organisations and seek their involvement	SW
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Discussions were held on other possible activities that the Learning Consortium could take on to generate income and become financially independent (i.e. becoming a Training Assessor).

AOB

None.

Date of future meeting

Tuesday 8th July 10:00

Meeting finished at 16.10.

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