

Minutes

Tuesday 8th July 2008, 10:00, SAVO Office, Woodbridge Road East, Ipswich

Introductions & Apologies for Absence

Attendees

Dawn McCracken - Suffolk LSC
Elizabeth Bray - West Suffolk College
Dee Crowe - Suffolk TAP
Damon Parker - NACRO
Vivienne Wiggins - Learning Champions
Judy Williams - Optua
Simon Waldron - Learning Consortium

Apologies

Simon Allen - YMCA Training
Robin Hodgkinson - SAVO
Ronagh Witthames - Suffolk ACRE

Absent

Liam Flynn - Train to Gain Broker

Simon welcomed everyone and new attendees introduced themselves.

Action Points and Matters Arising

AP 1.1	Simon to invite NACRO to next meeting - DONE	SW
AP 1.2	Simon to have meeting with West Suffolk College to discuss the possibility of VCS organisations delivering TtG - ONGOING	SW
AP 1.3	Simon to seek involvement from ISCRE, ICVS, SCOPE, Anglia Care Trust, Ormiston, St Edmunds Diosis, Trade Unions - ONGOING	SW

VCS Workforce Development Strategy - update

Simon asked for feedback on the brochure which had been produced to publicise this work, which had been updated with the latest Learning Champions information.

A number of changes were offered (which corrected errors from the original TtG documents) and Simon will update and distribute for checking before printing.

AP 2.1	Simon to update VCS WfD brochure and circulate for checking	SW
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Project Delivery

Optua are still awaiting a visit from a Skills Broker; it was suggested that:

AP 2.2	Simon to meet Deric Martic at EEBC to discuss VCS TtG rollout	SW
AP 2.3	Simon to shadow Optua / TtG Broker meeting	SW

Whilst CSV Media have signed up to the trial it was suggested that as a learning provider they were not a suitable candidate. It was therefore suggested that:

AP 2.4	Simon to ask Suffolk Family Carers to join the trial	SW
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Action Plan

Dawn led discussions on the next steps which should be carried out to progress the project in the relatively short timescales.

1. Identify Target Skills Areas / Vocational Sectors

The following were identified as key areas for the VCS: Business Administration and Customer Services, Care, Health, Retail (for Charity Shops), plus Sport and Volunteer Management.

AP 2.5	Simon to research learning needs of Charity shops	SW
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West Suffolk College provide courses for all these areas, have worked with Suffolk Sport on sport courses, and have an NVQ L3 for Volunteer Management.

It was suggested that NACRO may like to investigate delivery in these areas.

2. Measure the demand

It was noted that whilst it was good that the TtG offer had been extended to volunteers there was concern that there was no data to demonstrate the potential take-up.

It was thought that many volunteers would either be qualified above the TtG threshold or would not be interested in taking on further learning (they just wanted to volunteer).

We should therefore produce a simple questionnaire to assess the need (as was being done in other parts of the country).

AP 2.6	Simon and Judy to develop questionnaire to identify the needs and eligibility of volunteers	SW JW
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3. Investigate learning progression

Dawn stated that there did not appear to be a defined path from 14-19 learning to 19+. Simon reported that Young Suffolk (under the Consortium Youth Working Group) had investigated the development of 'taster' courses for young people.

AP 2.7	Simon to ask Young Suffolk for ideas on learning progression	SW
AP 2.8	Dawn to arrange a workshop for pre and post recruitment providers to try and map learning progression	DM

4. Learning Delivery

It was agreed that West Suffolk College be our preferred delivery partner, and would support the development of VCS organisations wishing to deliver; training is available for Internal and External Verifiers funded through TtG.

AP 2.9	Dee and Elizabeth offered to compile a list of VCS organisations who could deliver TtG courses	DC EB
AP 2.10	Dawn and Simon to meet on 11 th August, after contract allocations, to review and discuss list of VCS TtG providers	DM SW

AOB

AP 2.11	Simon to distribute Consortium membership list to project team	SW
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Date of next meeting

9th September 2009, 11:00 @ SAVO Office, Woodbridge Road East, Ipswich.

Meeting finished at 11.50.

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