

**Third Sector Skills Advisory Group
Tuesday 19th January 2010 at 10.00am
COVER offices Little Chesterford**



Present:

Nikki Bennett – COVER
Linda Riley – Voluntary Sector Training
Steph Luke - LSC
Helen Mann – LSC
Ruth McCallum – Cambridge CVS
Tim Cracknell – Cambridge GET Group
Sarah Elliott – Hertfordshire Training Consortium
Toby Cullingham – Community Connections
Simon Waldron – SAVO
Mary Sanders – Children Matter East
Chris Cooper - Beds & Luton Learning Partnership

In attendance:

Janice Mossey – COVER (minute taker)

Item	Detail	Action
1.	Apologies Andrew Cogan (COVER), Vanda Bailey (Beds & Luton Learning Partnership), Sue O’Gorman (NIACE), Jim Church (JobcentrePlus)	
2.	Minutes of meeting of 13th October 2009 The minutes were agreed and the action points had been carried out.	
3.	Matters Arising <u>Third Sector GTA</u> Contrary to earlier reports, it appears that Rathbone have been approached to work on developing a proposal for a GTA for the Third Sector. Nikki will keep us informed of any developments in which Learn East could be involved.	
4.	Revised Terms of Reference The name for this group was agreed as ‘East of England Third Sector Learning and Skills Advisory Group’. <u>Group Purpose</u> – it was agreed to put in the point that partners meet and engage regularly with regional groups. <u>Membership</u> – there were a few changes to make including: Change ‘RVIC’ to ‘ERIN’ Change ‘VCS’ to ‘Third Sector’ Develop an extended circulation list of people who would not attend meetings but still receive the minutes. Helen to attend as the Skills Funding Agency representative for the present time. Steph to contact Judith Mobbs to find out who would best represent LAs/YPLA/14-19s. The local partnerships should also be keeping contact with their LAs. Steph to also look into appropriate representation from the National Apprenticeship Service. Nikki to ask Mark Barnsley of ACER/EECETT to attend.	SL SL NB

<p><u>Norfolk (Toby Cullingham)</u> They have 60 organisations on the partnership directory. A member of the Association of Learning Providers is on their steering group. Their website is being developed so that it is easier for visually impaired people to use. They are setting out their workplan for 2010.</p> <p><u>Bedfordshire and Luton (Chris Cooper)</u> They have an Economic Participation project on adult skills mainly being delivered by third sector organisations. PTLLS courses are being run with Dunstable College. Luton and Leighton Buzzard CVS staff have trained as Learning Champions to promote Train to Gain to organisations. The Partnership and Community Forum have their next meeting on 22nd January.</p> <p>There was a discussion about a Community Learning Champions project event on 28th January at The Meadows Centre organised by NIACE (Ursula.wallace@niace.org.uk). Nikki may attend and report back.</p> <p><u>Cambridgeshire (Tim Cracknell)</u> The consortium has been subsumed into the Cambridge GET Group. Their website is being maintained by an administrator who has received training to update it. Tim is now the Chair of CVSIC and is the VCS rep on the Cambridgeshire Together Board which is meeting on Tuesday. A Third Sector Assembly is being set up which is supported by the local authorities. The Informal Adult Skills group has disbanded and they now have an Economic Prosperity and Adult Skills Board. CVSIC has a Development Manager for 22 hours a week and also a Support Worker. Five PTLLS courses are planned. They are looking to run an event in Adult Learners Week to encourage local providers.</p> <p><u>Suffolk (Simon Waldron)</u> They have a BASIS2 project to engage and develop VCS front line organisations. They are developing a funding network, a web based resource where funders can post information on a secure website. Their EECET event went well. They have developed online toolkits (www.practicaltoolkits.org.uk) where templates can be downloaded. Simon to send more information. They are developing a combined apprenticeship with the local authority and Third Sector organisations. The PCDL partnership will change to the IAL (Informal Adult Learning) Partnership and will be chaired by the Third Sector. PTLLS courses are running with Suffolk County Council. Funding from NLDC has been reallocated to PTLLS. Their Flexible New Deal sub-contracting role with TNG is going well. There are problems with the NIACE E-Guide programme as there is no funding to deliver it. Simon to feedback about this to Sue O’Gorman.</p> <p><u>Essex (Linda Riley)</u> They are supporting Leadership and Management events encouraging take up within the VCS. VST passed the Matrix</p>	<p>NB</p> <p>SW</p> <p>SW</p>
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	<p>accreditation. They are pushing the apprenticeship agenda. The local authority is putting their Economic Participation funding into apprenticeships. They are looking to modernise Voluntary Sector Training. They have a place on the ESTIC steering group. A PTTLS course in Chelmsford is being run with the WEA.</p>	
10.	<p>Other Member skills and/or workforce development news and updates</p> <p><u>Helen Mann (LSC)</u> Functional Skills qualifications are being considered at present and may be a replacement for Skills for Life. There is an event on 9th March.</p> <p><u>Steph Luke (LSC)</u> Skills Accounts have been launched with local colleges – Barnfield, Bedford, Cambridge Regional College and North Herts College. They will enable people to record and track their own learning. Over the next 12 months all providers will be asked to open skills accounts for all their learners – go to www.direct.gov.uk for more information.</p>	
11.	<p>EEDA Skills Strategy The draft Skills Strategy is being sent out for consultation to partners of the development group. It was agreed that we should feedback on the strategy through this group.</p>	
12.	<p>Any other business</p> <p>Linda asked whether Learn East should join the TSNLA as a member. It was agreed that organisations should join in their own right as it would provide more individual support.</p> <p>Sarah will attend the meeting on the 14 – 19 National Commissioning Framework and report back.</p> <p>Simon suggested we look at having shared web content for regional information. It will be discussed further at the next Learn East meeting.</p>	SE
13.	<p>Dates for future meetings:</p> <ul style="list-style-type: none"> • 20th April 2010 – 10.30 – 12.30 at COVER office • 21st July 2010 – 10.30 – 12.30 at COVER office • 18th October 2010 – 10.30 – 12.30 at COVER office • 18th January 2011 – 10.30 – 12.30 at COVER office 	