

**SOUTH EAST WALES TRAINING AND EDUCATION
NETWORK**



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Minutes of
South East Wales Training & Education Network
Meeting on
Tuesday 29th April 2008
at Esporta, Cardiff

Present:

Beverley Bailey	Lifeong Learning UK	BB
Claire Morris	South Wales Probation Service	CM
Emma Richards (Chair)	Chwarae Teg	ER
Gill Dentus	Coleg Gwent	GD
Helen Malone	I-SA Training	HM
Huw Rees	Improve	HR
James Woodbine (Speaker)	Welsh Assembly Government	JW
Jan Holdaway	Asset Skills	JH
Janet Knapper (Speaker)	TRI Solutions	JK
Janet Scicluna	Janet Scicluna Associates	JS
Kay Williams	Newport & Gwent Enterprise	KW
Lily Power	EBSP	LP
Lyn Waddington	RISE Five Counties Learning Network	LW
Michele Maylin	Newport & Gwent Enterprise	MM
Sharon Mott	University of Glamorgan	SM
Teresa Rees	Chwarae Teg	TR
Tracey Lloyd-Williams	Chwarae Teg	TLW

Apologies received from :

Liz Hollingsworth	Job Centre Plus
Mike Crowell	Careers Wales Mid Glam & Powys
Victoria Walsh	Construction Skills
Lisa Condron	Coleg Morgannwg
Peter Sishton	e-skills
Ceri Willoughby	Open University
Kathryn Hopkins Morgan	SummitSkills
Lyn Travis	Caerphilly County Borough Council
Kath Durbin	Bridgend County Borough Council
Julie Cook	Wales TUC
Carol Tilke	Genesis Cardiff
Paty Wysom	Careers Wales Gwent
Ian Smith	SEMTA
Hayley Morgan	Community Enterprise Wales
Laura Janes	University of Glamorgan
Lynne Abbott	Skillfast UK
Ffion Fielding	St Fagans National History Museum
Jane Williams	Open University
Aliya Mohammed	MEWN Cymru
Judith Lindwall	Coleg Gwent
Lynette El-Khatib	Rhondda Cynon Taff CBC
Louise Trowbridge	Business in Focus
Lyn Lewis	Skills for Health
Cerian Angharad	Association for Science Educators
Paula Lafford	University of Wales, Newport
Colin Edwards	Coleg Morgannwg
Teresa Winiarski	Merthyr Tydfil County Borough Council
Beverley Bentley-Jones	University of Glamorgan

1.0 Welcome

ER welcomed everyone to the meeting.

2.0 Apologies + Minutes of Previous meeting

List attached of Apologies.

Minutes from previous meeting on 19th February 2008 were accepted as a true record.

3.0 Tendering and Procurement

James Woodbine, Regional Inclusion Manager, Welsh Assembly Government

A copy of the presentation is attached.

Questions and Answers followed the presentation:

- Q. Clients have been referred to the new Flexible Support for Business (previously Business Eye) website for information but don't seem to be able to access the required details?
- A. *There are some initial teething problems being experienced with the new website – there is a feedback section on the site where you can notify the Welsh Assembly Government with any issues. The Regional Account Managers are still in place so if clients have any problems they can still be referred directly to them.*
- Q. What is happening with business start-up support?
- A. *The Welsh Assembly Government aren't directly looking at lifestyle or lower growth type businesses – the contracts for business start-up support have recently gone out to tender on Sell 2 Wales. These will shortly be awarded and referrals can be made directly to the successful organisations.*
- Q. What is the current situation with staff recruitment within the Welsh Assembly Government?
- A. *Currently being restructured and most jobs being advertised internally only. It is hoped this will be competed in the next few weeks and any posts that can't be filled will be advertised externally from July/August.*

(Contact : james.woodbine@wales.gsi.gov.uk)

4.0 Project Update

Janet Knapper, Managing Director, TRI Solutions

A copy of the presentation is attached

Question and Answers followed the presentation.

- Q: How are employers responding to having to contribute towards the cost of training?
- A: *Employers do still expect free training but this is slowly changing,*

especially in the care sector where staff now have to be qualified to specified standards.

(Contact : janet@trisolutions.co.uk, tel : 029 2076 2322)

6.0 Information Exchange

Chwarae Teg: TLW

- The Agile Nation project addressing gender equality in employment is under development. It is hoped to secure ESF convergence funding - the project has been successful at expression of interest stage and we have now been asked to proceed to the business plan application stage.
- Will shortly be meeting with Rhyl City Strategy team to look at possible collaboration on a project around women in construction.

(Contact: tracey.lloydwilliams@chwaraeteg.com)

Lifelong Learning UK: BB

Sector Skills Council responsible for the professional development of staff working in the UK lifelong learning sector. Have a regular e-bulletin/e-newsletter – if you are interested in subscribing please contact BB. Further information can also be found on www.lluk.org. Have recently launched research into the Skills Issues in the Youth Service Workforce in Wales.

(Contact: beverleybailey@lluk.org, tel: 029 2066 0238)

Janet Scicluna Associates: JS

Independent business support advisors and mentoring, delivering pre/post business start-up and business growth. Recently received Enterprise Champion Award.

(Contact: enquiries@scicluna.co.uk, tel: 029 2021 3279)

Newport & Gwent Enterprise: KW & MM

Have been delivering a very successful Road Haulage programme taking unemployed people through HGV training and into work. This was a 3 year EU funded project, which is shortly coming to an end. Even though they marketed the programme inclusively only 3 females participated out of 216. Successful in securing workforce development programme tender through the Welsh Assembly Government and will start delivery leadership and management training from September.

(Contact: kay.williams@centreforbusiness.co.uk & michele.maylin@centreforbusiness.co.uk, tel: 01633 242732)

I-SA Training: HM

Work-based learning training provider, pre-apprenticeship and apprenticeship – main areas include Customer Service, Hairdressing and Business Administration. The Welsh Regional Finals for Hairdressing are being held on Sunday 11th May and the event is open to the public.

(Contact: helen.maloney@isatraining.co.uk, tel: 01656 665544)

South Wales Probation Service: CM

Claire is Basic Skills Co-ordinator with South Wales Probation and also Chair of the Community Learning Basic Skills Group. Lifelong learning is offered as a voluntary option to all those on probation. (Contact: claremorris@south-wales.probaton.gsi.gov.uk, tel: 029 2078 5111)

EBSP: LP

Currently participating in the inclusion project but this will come to an end in May. Have recently been approved as an ILM Training Centre. Have a new initiative in partnership with the Food Standards Authority Wales looking at ethnic catering businesses. (Contact: lily@ebsp.org. tel: 029 2045 5334)

RISE – Five Counties Learning Network: LW

Following steel works closures in South East Wales the learning network was established in 2004 with £9m funding from the Welsh Assembly Government and also secured additional EU ESF funding to bring education and training services to the community. They have around 250 learning action centres across the area and have far exceeded their initial target of 10,000 and achieved 25,000 new learners. They have a network of volunteer mentors (who were initially learners themselves) to support new learners. Current funding is shortly coming to an end but they are hoping to secure further ESF funding to continue with the successful project. (Contact: lyn.waddington@newport.ac.uk)

Coleg Gwent: GD

Encourages students to think about starting a business – works with a lot of NVQ students. Also supports graduates through the KEF scholarship. (Contact: Gill.dentus@coleggwent.ac.uk)

Improve: HR

Sector Skills Council for the food and drink manufacturing industry – covering around 9,000 employers in the UK and 700 in Wales. Huw is the only representative for the council in Wales so working in partnership is vital. Trying to implement sector skills agreements – currently looking at around 8 solutions. Have been exploring training and skills needs of the industry and current issues include ESOL and first line management and leadership training. Trying to persuade employers that training has a true business benefit and is not just a cost issue. Currently developing a food science conversion programme as there is a shortage of suitably qualified people in the industry. Also looking for case studies from the sector so if anyone as any they think may suitable please contact Huw. (Contact: huw.rees@improveltd.co.uk)

University of Glamorgan: SM

Covers management and development portfolio and works closely with businesses to develop and tailor courses needed. Deliver both accredited and non-accredited training - don't receive any funding so all work is carried out on a commercial basis. Only approved training provider for PRINCE2 in the area.
(Contact: smott@ glam.ac.uk, tel 01443 482751)

7.0 Any Other Business

ER advised she will shortly be leaving Chwarae Teg to take up a secondment opportunity with Women's Voice/Wales Women's National Coalition until April 2009. She thanked everyone for their participation in the network and advised that Bev Pold will be taking over as Chair. Everyone wished ER well on her secondment.

8.0 Networking Opportunity after formal meeting ended

9.0 Next Meeting

Tuesday 8th July 2008 (9.30am – 12.00noon), venue to be confirmed. Presentations will be from Sharon Mott, University of Glamorgan and Lifelong Learning UK.