

Minutes Volunteer Steering Group
SkillsActive Offices London
26th May 2005

Attendees: Sue Hook, Paul Mudd, Dianne Mardell, Kate Smith, Chris Catchpole, Lai-har Cheng, Lee Buck, John Thorpe, Lisa Devayya

Apologies: Janet Fleming, Frank Corrigan, Sue Hunter

Membership

It was discussed now we are into the second phase of the project do we need to invite other SSC's to join the steering group. NCVO have joined to represent the 4 national VCS organisations. Skills for Care are still really interested in being involved but they still do not have the capacity at present. It was suggested that JT take an invitation to other SSC's via the Cross Sector Board Meeting. SH and LB will email an invitation and bulletin round to all SSC's.

Dianne Mardell is leaving the group; therefore a new chair needs to be elected.

Paul Mudd agreed to be acting Chair and two other SSC's will need to sign the claim form. This will be reviewed as the group grows.

Contract

This has all been approved and with SSDA for a second signature. SkillsActive should receive this in the next few days.

Draft Work Plan Phase 2

SH went through the work plan. SH will circulate an updated plan. The first two milestones will be completed following this meeting and will be claimed as soon as the contract arrives.

Agenda Items

It was agreed to have an ongoing agenda item 'news stories'. This will be for any group member to share information that they have come across which has links to volunteers. This could also be put on the Volunteering Website with a link to the SSC involved.

DM said that Volunteering England had a project, which Skills for Health were involved with, and she would send the link to SH.

Funding

There is no funding available within this project to give to employers who wish to use the volunteering standards to train their staff. Through each SSC's Sector Skills Agreement we need to try and raise the awareness of funding

issues and try and get volunteering on the priority list. Hopefully the links that have been set up with NCVO will help.

Ambassadors

The beginnings of a Job Description has been circulated, this will be a funded post for approx 1 ½ days a month. Ambassadors will enable the project to go further than the steering group. This has been piloted in the Management and Leadership project and has shown that having these people really does make a difference. The ambassadors need to be either standards people within the SSC or have contact with their employers in the voluntary sector. Initially they will raise the awareness within their own SSC, get the VCS employers and volunteering into their SSC's SSA and signpost interested parties to products and services already available.

Skills for Health, Go Skills, Skills for Justice and SkillsActive were definitely interested in having an ambassador. Lantra was unsure but all the SSC's will go back and consider having an ambassador. This will also be open to any other SSC but we only have funding for 6 SSC ambassadors.

Those people selected will be sent a contract.

SSDA Research

A paper had been circulated prior to the meeting, the findings were discussed and it was decided that as this was qualitative research we should use it to target SSC and ambassadors. Where appropriate we should also use some of the data in publicity.

Hub Update

Work is going forward, there is an approved business plan, funding is strategic. The 1st joint steering group meeting has taken place in April, the next meeting is to be held in July.

There are regional activities happening although this is different depending on the regions priorities. Regional SSDA officers should be able to help in identifying these activities.

Please inform your Scottish colleagues that you are involved in this project, as the message does not always reach them.

Date of Next Meeting

Wed 5th October 10.30
SkillsActive Offices, London.