



SERVICE USER ENGAGEMENT TRAINING SUB-GROUP

Held: Monday 1 5th September 2008
 At D.A.A.T Phoenix House, White Lodge Business Estate

Minutes

Present:	Apologies:
Ronnie Nelhams Malcolm Tom George Carol Joe Jo Donna Michelle Shaun Steve Mike Hutchinson Colin Howey(Adult Education) Gary Towers (Business in the Community) Polly Williams(B.I.T.C)	Vicky

Item	Subject
1.	Apologies for absence and introductions MH welcomed everyone to the meeting. Apologies were as shown as above.
2.	Acceptance of minutes from previous meetings of the Service User Engagement Group (including any confirmation of any part of the minutes exempt under the FoI Act) held on Monday 21ST July 2008. The minutes of this meeting were not checked.
3.	Matters arising from the minutes of the previous meeting held on Monday 21st July 2008. No matters arising
4.	Gary Towers from Business in the Community, spoke to the group, about a scheme which helps disadvantaged people back into a job. B.I.T.C is made up of a wide range of different businesses from all over the city. After a brief induction, they find you a 2 week job trial; this enables employers to see how you get on and allows for you, the employee, to see how that work environment suits you. Your benefits remain unchanged, until you are settled in a job that you enjoy. The organisation is run by volunteer business people who give their time freely. Each candidate is assigned a job coach to encourage them through the whole process of writing C.V and finding a job. After his talk, Gary's colleague Polly Williams,

	stayed on at the end to answer any questions that the group may have.
5.	The next speaker was Colin Howey, from Adult Education. He explained how diverse and tailored to the individuals needs adult education can be nowadays. If you have a type of work you are interested in, you can have an informal interview with Colin, where he will help you to find a training route to get you on your way. Very often, he can help to identify appropriate funding to back up many types of training. He spoke about volunteering for jobs, as a valuable way of getting to know if the job you think you would like to do, is actually for you. Often when volunteer work placements come to an end, the employer may go on to offer you a job. However if this is not forthcoming, the employer will often take your contact details and keep them on file, and recall you if a suitable vacancy comes up. This may be before that job is actually advertised. This is also a good way of building up a CV with work experience and references, for people who may not have had much previous work experience.
6.	Group member Carol, spoke to the group about how against all the odds, whilst suffering a very harrowing personal ordeal, she managed to return to full time paid work. If people are worried about coming off benefits, which they have claimed for many years, this can be achieved gradually.
7.	Catherine McWalter spoke to the group regarding any feedback we may have on the Drug Strategy papers we were sent through the post. She explained that if people had not yet submitted their comments, they would be able to do so, in the next two weeks.
8.	Mike reminded us that he will be running a 'Presentation Skills Workshop' on Thursday 2 nd October 2008. Everyone is welcome to attend, and by the end of the workshop, all participants will be encouraged to give a brief presentation of their own.
9.	Joe spoke to the group about a scheme in which he is currently involved with at the Forum, run by the BBC, called 'The Living Library'. It is a scheme designed to break down prejudices which often exist around certain types of stereo typical types. It has been rolled out very successfully all over Europe, and this will be the first trial of it in England. Volunteers who fit the stereo types, can be taken out like a living book in the library. During this fixed time the person taking out the living book can sit face to face with that person and ask them questions about themselves. This aims to dispel some of the stereo typical myths which may be associated with this kind of person. He left contact details if anyone in the group wanted to participate
10.	Any other business There was no other business.
11.	The next meeting will be held on Monday 13th October 2008 at the D.A.AT, Phoenix House, at 2pm

Copies of Minutes and papers can be obtained from:-

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