

MOVE (South) Delivery Group Meeting

St Denys' Church Hall, Market Place, Sleaford. 1300-1500 07 October 2016

1. Meeting opened at 1315 hours, when JE explained the format of the afternoon. LD in support.
2. Those present introduced themselves:
 - Graham Potter – Grantham College
 - Victoria Herbert – Grantham College
 - Dave Vincent – YMCA Lincs
 - Jenny Reynolds – Community Lincs
 - Kayte Howell – Learning Communities
 - Linda Priestley – Learning Communities
 - Katy Roberts – Boston Mayflower
 - Donna Garrard – Boston College
 - Gill Collins – Sortified
 - Audrey Cook – Framework HA
 - Heidi Fish – Framework HA
 - Sharon Keeble – Community Lincs
 - Travis Clark – Seagull Recycling
 - Paul Charles – Seagull Recycling
 - Steph Boyfield – VCS
 - Suzanne Willis – LCVS
 - Lisa Marsters – LCVS
 - Caille Joyce – Boston Mayflower
 - Green Synergy and Abbey Access not in attendance)
3. **Progress:**
 - 26 clients have been enrolled to date, which shows we are already exceeding our quota. Expectation is that we will exceed our targets. Spare licences are there to be used, but partners should let JE know if it is likely that they will exceed their target of 10 clients per year.
4. **My Work Search:**
 - The general feeling was quite positive. The anticipated teething problems have so far failed to materialize, but it must be stated that we haven't had large amounts of clients enrolled yet.
 - Framework expressed an interest in action planning. **ACTION: JE to investigate.**
 - FAQs – JE handed out an MWS FAQ sheet and explained that we will begin to populate the FAQ folder within the MOVE website with FAQs that will be of use to partners. **ACTION: LD to populate FAQ page on website.**
 - JE is seeking to measure soft outcomes on the project and has shown a form for clients to complete. She asked for feedback from partners.

- Partners expressed unease about the use of Red, Amber and Green to mark progress and claimed it might be unnerving for clients. A scale of 1-10 may be more appropriate and could better chart progress of a client. JE will put together drafts and send them out to partners for evaluation and comment. **ACTION: JE will investigate with MWS if there is a better way to evaluate outcomes/progress.**

5. Partners Eligibility and Evidence:

- A question was raised as to how soon clients might join MOVE after leaving another ESF project. ACTION: JE to seek guidance from RSN (?)
- Discussions about JCP showing non-uniformity in provision of advice and in the way they deal with clients who are on the MOVE project. It was stressed that clients must approach the JCP job coach on an individual basis ASAP in their journey. There seems to be widely differing advice on which clients, on what allowances, are eligible. There is uncertainty within JCPs whether those on JSA, would meet their obligations to be available for the requisite number of hours per week. It is generally accepted that those on ESA are acceptable for the MOVE project.
- Framework HA informed those present that they have good links with the Lincoln Job Centre; should anyone have any queries and wish to approach the Job Centre they might be able to signpost to the best person to deal with the query.
- Work is being carried out on referral pathways between organisations (internal and external), and KM (project Administrator) is working on this. When completed, it will be placed on the website.
- Various partners explained how they acquired clients, and where they recruit. It is evident that a wide variety of areas and locations are utilised, and reflects the different areas served by the various groups.

6. Referrals:

- A form compiled by the Gainsborough office was given out to partners for appraisal. One immediate observation was that a DOB would be necessary.
- Third party referrals are very difficult to come by for clients who have been out of the workplace for extended periods of time. JE explained that work is ongoing to clarify evidence that can be used for referrals.
- A letter of entitlement can be issued from the Benefits enquiry Line. This might help provide evidence about clients' status.
- It was suggested that the CAB might be another avenue to be explored (issue of a letter of employment status) but suggested that this might be unwelcome loading of an already overburdened CAB workload.

7. Cross Cutting Themes:

- Forms are to be compiled and sent out to partners for self assessment.

8. AOB:

- Seagull Recycling have offered to host a meeting of the partners at their Eco Centre in Skegness. JE embraced the idea and suggested that spring might be a good time, when partners could make use of the facilities on offer by Seagull.