

**ENE Awards meeting  
ENE Offices, Birtley  
Thursday 15 March, 10am – 1pm**

**Present:**

Liz Reay, Simon Lindsay, Carol Blythe, Sue Bridal, Mark Cheetham, Peter Hammond, Janis Jones, Christina Baker, Lynne Storey, Margaret McFay, Helen Fletcher, John Raine.

**1) Apologies:**

None

**2) Minutes of Previous meeting**

The minutes were then agreed.

**3) Matters arising**

The LSC had kindly agreed to sponsor 2 Training Provider Awards which would bring in £10k. Many thanks to Simon & the LSC.  
It was agreed that representatives be invited from our Networks to sit on the judging panel. They would need to complete a form and send it back to the Sgroup and they would decide. Something like an equal opps form.

Marketing – Steering Group members agreed that they would use their networks to market the awards.

SL will contact regional organisations for colleges, Association of Colleges, to ensure entries from them.

**4) Review of Sponsorship**

The Co-op will only be sponsoring for £1k.  
TUC will be sponsoring a new award – again £5k.  
JR is speaking with the Mears group. He will also liaise with LH re Morrisons Builders.  
LR will be contacting Alistair McCall (Business Link CE) who will be in post on 1<sup>st</sup> April and LR will 'be on his doorstep'.  
NEA still to confirm. LR contacting again.  
Mark Wilson formally TTTV now works for Greggs – LR will also be contacting him. LR met a rep from TTTV who has given her Marks replacements details.

The current flyer will be added to and re-designed adding our new logo.  
LR & HF to do this. We also need to sell the benefits more.  
Good practice, etc.  
Need more on the website about it – more 'glitzy'.

**5) Review of Application forms etc**

There was a discussion around the application forms, guidance and judging criteria. The SG split into 4 sub groups to look at:-

The 3 SME Categories (Employers of up to 10, 11-25 & 26 – 250)  
The 2 Training Provider Categories (Training Providers of up to 50 and

ENE

ALL

SL

JR  
LR

LR

LR  
LR

LR/HF

HF/JR

Over 50)  
Individual Category  
Larger Organisation (Best Practice Extending Beyond the Workplace)

The recommendations were:-

### **The 3 SME Categories**

Employers

In the guidance have examples of what previous applicants/winners have written.

Terms of reference.

### **Training Provider Categories**

SL, LS, MF & HF discussed the above.

There are now two categories and it was agreed that they should be called:-

Training Providers of up to 50 staff

Training Providers & Colleges over 50 staff

It was agreed that there only need be four questions in total for TP form and the first three questions could also be used for the Employers categories.

1. What does the organisation do to ensure that everyone is treated fair & equally.
2. What do you do to achieve a diverse workforce?
3. Thinking about those questions above what has been the impact.

### **TP**

How does your organisation ensure that its learning provisions are accessible to all sections of the community.

Evidence:-

Inclusive

Well communicated

All staff should know

Innovative

Effective

Mainstream/Ongoing/Measurable

LS – Matrix for marking

There needs to be a different guidance for each category.

### **Individuals**

MC & CB

It should be about what an Individual does within the organisation. Good employees. What impact have they had on the org. Have they gone above and beyond their role etc. Driven the org forward or even removed barriers.

This needs to be reflection on the application form, nomination forms etc.

### **Large orgs**

Large organisations

Impact on the community

No application form – just two sides of A4 about:-

Are staff involved with working in the community.  
Disadvantaged groups, disabled people, BME Students etc, diversity.  
NE – Migrant workers. What are they doing to fill the gaps in the region.  
Short listing & interviews will take place & SG members will be involved as judges.

It was felt that more info about the benefits should be on the materials so the group brainstormed and came up with the following:-

**Business Benefits:-**

Free Publicity - Reputation/image  
Recognition/reward  
Seen as an employer of choice validation  
Networking  
CV's  
Increase chances of winning contracts  
Justifies your claim  
Evidence of conference and commitment  
Turnover (retention) examples  
Learn from best practice  
Beautiful artwork

It was agreed that ENE would amend the documents as discussed and drafts would be circulated by the end of the first week in April.

**6) AOB**

No other business.

**7) Date and time of next meeting**

Next meeting Wednesday 16<sup>th</sup> May, 10am, ENE offices in Swallwell.

**ENE**