

Minutes of meeting held at the Pavilion, Llandrindod Wells on 13 October 2010

Present:

Liz Kidd (Chair), Alun Griffiths, Colin Heslop, Jo Simms, Andy Borsden, Bob Fussell, Keith Thomas (Vice-chair), Tracey Thomas, Lynne Griffin, Catrin James, Steve Drowley, Mark Isherwood, Tim Opie, Dave Waddington, Sue Trevelyan-Jones.

In attendance:

Liz Rose (ETS Adviser/Secretary), John Rose (for Code of Ethics item)

Apologies:

Alan Twelvetrees, Gerard Kerslake, Jane Williams, Sel Williams, Sam Evans, Mike Greenaway, Tillie Mobbs,

1. WELCOME / INTRODUCTIONS / CHAIR'S REPORT

Liz Kidd welcomed everyone to the meeting, particularly those new members who were attending for the first time. She reported that this had been a busy few months and that much had been achieved, including the endorsement of Newport and Glyndwr programmes; the securing of funding for community development work; and the resolution of a number of organisational issues. We were now well-placed to move forward.

Liz reiterated the importance of nominated members bringing issues to ETS meetings and their responsibility for reporting back to their respective organisations.

The agenda was changed slightly to accommodate members' availability.

2. MINUTES

The minutes of the previous meeting were approved as a true record.

3. MATTERS ARISING (which are not included on the Agenda)

3.1 LK confirmed that she had sent a letter of condolence to Eileen Roberts.

3.2 LR to check the status of LLUK as observer or members of the committee.

3.3 KT reported that the last JNC meeting had discussed the endorsement of Youth Support Worker qualifications and JNC was concerned that the word 'endorse' could not be used as this is reserved for professional qualifications. The term 'recognise' would be more acceptable and it was agreed that this would be discussed further at the October meeting of Joint ETS. Members were happy for a suitable term to be adopted.

4. ORGANISATIONAL ISSUES

LK was pleased to see the new ETS logo in use which gave the committee a more established presence now that it was settling into WLGA.

Terms of Reference - LR reported that these have been updated but that standing orders need to be added. It was anticipated that these would be available for discussion and approval at the next ETS meeting.

Website - LR reported that a new website structure has been developed and that the site will be up and running shortly. It was agreed at this stage to

keep to basic factual information although the site (based on one used by the SSIA at WLGA) has a lot of functionality that could be made use of in future.

WAG grant to WLGA – this has not yet been received for the year 2010-11 but is being followed up. May need WLGA to contact WAG if necessary.

Position of Vice-chair – There is no formal position of Vice Chair, but LK spoke of the invaluable contribution that Keith had made as Vice Chair. She had valued the support of a Vice-chair and, as his three year post had now expired, a decision was needed on the future of this role. KT left the room for this item. It was proposed by BF, seconded by AG and agreed that KT be given an extension to his current role of Vice-chair for a 3 year term.

Action:

Revised terms of reference/Standing orders should include the Vice Chair in the arrangements for new appointment procedures.

AB also suggested that colleagues be invited to attend endorsement events as observers in order to promote the work of ETS and to develop skills of individuals.

**Action: LK/LR will update Terms of Reference, add Standing Orders and bring to next meeting for approval;
LR to check arrangements for WAG grant.
All ETS members to have opportunities to attend and/ or participate in endorsement events to develop their experience.**

5. LLUK

MI provided an update on the work of LLUK

Workforce development strategy for community development – this has commitment from WAG and may be launched at the forthcoming conference for Communities First.

Community development coherent route – similar development to youth work in terms of QCF qualifications development and looking at coherence in training.

National Occupational Standards – MI reported there are a number of good case studies to show how organisations are making use of the NOS.

Workforce Development for Youth Work Group – changes to the Youth Work Strategy branch of WAG may have implications for the group as the chairing may revert back to WAG from LLUK.

Workforce Development Plan – there have been a number of versions in the updating of the plan but it was LLUK's view that a final version needs to go to the Minister for approval so that it becomes an official document.

Youth Work Workforce Manifesto – this is further ahead in Wales than the rest of the UK in terms of its adoption and use.

Sector Qualifications Strategy – Similar QCF qualifications to Agored's level 2&3 qualifications are now being developed for England. Agored's qualifications are now on the modern apprenticeship framework. The framework has to be reviewed to be compliant with Welsh requirements regarding 'essential skills' as opposed to 'key skills'.

Assessor qualifications – for the QCF, OfQual is relaxing the requirements relating to NVQ assessor qualifications. This has implications for ETS guidelines which would require assessors to be JNC qualified. LLUK is developing trainer qualifications which may be used instead.

Action: MI to send LR update for circulation.

LK/LR to press WAG on publishing the Workforce Development Plan.

6. SECTOR QUALIFICATIONS STRATEGY

LR gave update on background and progress on the development of a Sector Qualifications Strategy. The work had originally moved from LLUK to the National Youth Agency and LR had been attending meetings with other Joint ETS colleagues. However, the work has since moved back to a LLUK lead and the implications of this are not known.

The group had agreed to base the strategy on the LLUK draft SQS for Libraries and Information services but work had first focussed on developing units to be placed on the QCF for England as their current Youth Support Worker qualifications are about to expire. A number of meetings have been held for all Awarding Bodies (Agored included) and the Agored level 2&3 qualifications have been used as a basis. The new units have been designed to expire at the same time as the Agored ones in 18months, which will allow for core units to then be developed for the QCF which can be shared across qualifications.

Action: LR to provide updates as available; all to be aware of development and prepared to respond.

7. HEIs (STANDING ITEM)

6.1. **Glyndŵr** – BA re-endorsement – AB as panel chair reported on the endorsement event and read out the conditions applied (summary report circulated). As a result of the event it was suggested that the panel has an additional pre-meeting a few weeks before the main meeting which would help to clarify any minor issues with the submission. The one condition that has presented a problem is the requirement for 30 hour placements. This was discussed and it was agreed that it would be raised at Joint ETS.

6.2. **UWIC** – Re-endorsement of BA and PGDip to take place in 2011. TH agreed to chair panel. Alongside the panel itself, ETS members without panel experience were invited to express an interest in attending as observers.

6.3. **UWN** – BA re-endorsement – KT as panel chair reported on the endorsement event and went through the conditions applied (full report circulated). An external consultant, Tim Burke, had been employed and AT had been an observer. KT reported that although this was not a joint degree (about which ETS had previously had reservations) there were two additional pathways covering sport and youth justice via modules at each level.

6.4. **Trinity** – Nothing to report

6.5. **Open University** – Nothing to report

ETS was aware of the difficulties faced by HEIs and the funding pressures of providing professional programmes. DW raised the issue of funding threats to CD programmes (which were also likely to affect youth and community programmes)

Action: LK to write to Minister regarding financial impact on professional programmes; (DW to supply details for the letter) SD to draft comments from TAG re 30 hour placements for LR to raise at Joint ETS.

8. CODE OF ETHICS

LR gave background on the development of a code of ethics document, funded by WAG following a request from the YMCA Community College and managed via a grant to ETS. John Rose reported that the Code of Ethics built on an earlier version produced in Wales and that consultation was sought via the WAG bulletin list containing over 1000 contacts. John described the nature of the 180 responses received:

- Individual and group responses were made
- There were some competing views
- Issues were raised around the terminology of 'professional' 'occupational' and 'vocational'
- Issue of who it should cover, resulting in the use of generic term 'worker' and an explanatory note
- End note added relating to a registration system, possibly only of qualifications in the first instance.

LK thanked John for his work and invited comment.

The Code was warmly welcomed by all present and seen as well written and comprehensive. Its potential use, power and status were considered and it was seen to be of practical use to the field at all levels. It could also be a stepping stone to a full registration system, although this development is unlikely at the moment. The Code needs to be integrated into strategic developments so that it adds to the significant suite of documents that the Youth Service already uses. The issue of ownership was not clear. A summary or shorter version would be useful, as would a poster that could be viewed by young people.

Action: LK to send the Code to WAG once completed and suggest ways that it might be used to provide an overall framework within which practitioners could work.

9. ESTYN THEMATIC REVIEW OF PROFESSIONAL QUALIFICATION TRAINING

In the absence of GK, LK gave a brief update. She highlighted the recommendations for WAG, HEIs and employers. A number of these have implications for strengthening our guidelines. Placements, for students are primarily learning environments and the role of a supervisor is primarily educational and developmental.

AG cautioned against bringing youth work placement arrangements too closely into line with those of teachers and social workers, which are more formal. This could impose such tight conditions as to limit the number of placement opportunities available and damage the profession. It would also have financial implications. For instance, there is no system or funding for 'supply youth workers' so all work for training for and supporting placements has to be part of the day job.

An all-Wales Supervision module is being developed by Welsh TAG.

Action: LK/LR to explore option of using some ETS funding to look at aspects of work placements.

10. Joint ETS

Wales will host the next meeting of the Joint ETS, which will be held in Cardiff on 20 October. LK outlined the agenda items that will be covered and invited ETS members to contact her if they wished to attend.

11. COMMUNITY DEVELOPMENT ISSUES

LK reported that Community Development Cymru had successfully tendered for wider work relating to the development of the CD workforce and that ETS Wales is one of the partners, leading on a pilot endorsement process. LLUK was involved in another area. Timescales and budgets are tight. In addition to his voluntary role as a member of ETS, Alan Twelvetrees has agreed to take on some of the development work and is currently looking at the processes used by the England Standards Board in order to take forward at least 2 pilot endorsements.

STJ was pleased to see this development which had been long awaited and was a result of the work of the WAG T&F group. However, there was concern that the current financial climate and continued uncertainty over the future of the Communities First programme could undermine this progress. There remains strong pressure to integrate CD into the regeneration agenda.

12. PLAYWORK ISSUES

AG gave an update on playwork issues. Following the last PETC meeting it was agreed that Play Wales would fall in line with Skills Active's procedures for endorsement in England. This is an opportunity for playwork in Wales and, while ETS Wales has valued their involvement, we support them in their efforts to strengthen their work. Play Wales will maintain their links with ETS Wales until firm proposals for an alternative are in place.

13. FORWARD WORK PROGRAMME

The following items are to be taken forward:

- CDC grant work
- Youth Support Worker guidelines
- Work placement research
- Quality Mark/Workforce/Curriculum guidelines
- Coherent route and progression
- Business planning to include income generation options to offset over-reliance on WAG funding
- Website development
- Training for panel members and developing a pool of consultants
- Code of Ethics dissemination and implementation
- TAG's all Wales Supervision module

14. ANY OTHER BUSINESS

13.1 Annual Monitoring Forms – LR advised that the AMFs for 2009-10 have been sent out to HEIs with a return deadline of 31 October. Eileen Roberts has submitted a draft report analysing the 2008-09 returns. This will be brought to the next meeting.

Action: LR to finalise report and circulate prior to next meeting.

13.2 Bob Fussell, retirement – Bob will retire in November following a long career in the Youth Service. LK thanked Bob for his contribution to ETS Wales over the past years and also praised him for his long commitment and service to youth work. Members wished Bob well for his retirement.

15. CONFIRMATION OF FUTURE MEETINGS

Weds 9 February 2011

Weds 18 May 2011

LK stressed the importance of keeping in touch between meetings.