

Minutes of meeting held at the Pavilion, Llandrindod Wells on 9 February 2011

Present:

Liz Kidd (Chair), Colin Heslop, Keith Thomas (Vice-chair), Tracey Thomas, Catrin James, Steve Drowley, Sue Trevelyan-Jones, Alan Twelvetrees, Gerard Kerslake, Jane Williams, Sam Evans

In attendance:

Liz Rose (ETS Adviser/Secretary), Eileen Roberts (minute secretary)

Apologies:

Jo Simms, Lynne Griffin, Mark Isherwood, Tim Opie, Dave Waddington, Andy Borsden

1. WELCOME/INTRODUCTIONS/CHAIR'S REPORT

LK welcomed everyone to the meeting. She gave an overview of the work undertaken since the last meeting. It had been a busy and hectic time and much had been achieved, including the joint ETS meeting; meeting with WAG; production of the draft 2010 Annual Report; and the progress made with community development work.

With the demise of LLUK, LK reported that Mark Isherwood would not be attending any further ETS meetings. The committee wished to thank Mark and LLUK for their valuable contribution to ETS.

Action: LK to write to Mark and LLUK.

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

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 WAG grant to WLGA for the year 2010-2011 had now been received.

3.2 SD asked for an update on the Workforce Development Plan. SE reported that representatives from the statutory and voluntary sector would be meeting on 21 February. These representatives will decide on the membership of the Workforce Development Plan group and also on the next stage of the draft plan. LK asked SE to note that ETS is supportive of the Workforce Development Plan and would welcome a good range of stakeholders on the group.

Action: SE to send a list of the representatives to LR. LR to forward this to ETS members.

3.3 LK reported that she had not written to the Minister regarding the financial impact on HEIs professional programmes as she had not received details needed for the letter from Dave Waddington.

Action: LK to write to the Minister; (SD and CH to supply details for the letter).

3.4 LK reported that further consultation is need regarding the Code of Ethics. John Rose has kindly agreed to meet with Tanis Cunnick and staff from the youth work strategy branch for them to express any further views and ETS will write out to the field again giving them a final chance to comment. JW felt that the main issue had been that of lack of clear communication with the field.

4. ORGANISATIONALSAL ISSUES

Website - LR reported that the website was starting to take shape but was not as yet in its finished state and would not be made public until the Welsh language version is available. ETS members can access it at etswales.org.uk and LR would appreciate input/comments/suggestions from committee members prior to wider publication.

Terms of reference – LK stated that advisory group should read as committee throughout the document. SD commented that there were some nice paragraphs and nicely termed phrases in the document. He thanked LK and LR for their work on the document. GK stated that under point 5 (composition) in the document there needs to be clarity as to what ‘hat’ committee member is wearing if representing more than one organisation; also there is no policy at present for a substitute from an organisation if the appointed representative is unable to attend a meeting.

Action: LR to make appropriate amendments

Annual Report 2010 – LK stated that the report relates to youth and community work but covers the specifications set out by the Youth Work Strategy Branch in their grant offer. She stated that ETS will in the future need to look at producing a more comprehensive report to include community development work. SD commented that the report was well written. LK thanked LR for her work.

5. GUIDELINES

LR distributed a page from the ‘length of programme’ section from the Guidelines relating to the 30 hour practice commitment. This issue was raised at the Joint ETS meeting and following this meeting LK, LR and KT drafted a footnote relating to the 30 hour practice commitment. After much discussion the footnote was accepted. LK noted the concerns of the committee and agreed that this issue needs to be fully addressed during the next update of the Guidelines.

6. HEIs (STANDING ITEM)

6.1 Glyndŵr – the one condition regarding the 30 hour placements has been resolved with the addition of the agreed footnote in the Guidelines.

- 6.2 **UWIC** – LK asked JW and CJ to consider being panel members for the re-endorsement of BA and PGDip. TH (as chair of panel), to agree dates with panel members for the visit.
- 6.3 **UWN** – LR had received an email from UWN regarding a proposal to deliver an MA programme 'Work with Children and Young People' starting in September 2011. LR had responded to the proposal, particularly in relation to a September start as this is outside the timescale for endorsement. The committee agreed with LR's response.
- 6.4 **TRINITY** – nothing to report.
- 6.5 **OU** – nothing to report.

Action: LK/LR to arrange a training day for new panel members.

7. ESTYN THEMATIC REVIEW OF HE INSTITUTIONS

GK reported that this year's survey will focus on the progress stakeholders have made in addressing the shortcomings last year's survey identified in partnership working and their impact on leadership and management at all levels. GK reminded ETS members that in his aide memoir he had indicated where he thought each stakeholder could make a comment. Stakeholders could however add their evaluation to any section of the aide memoir. Each local authority is to produce its own self assessment, also LA regions, HEI's individually and TAG as a collective.

GK's original letter had not included ETS as a stakeholder but ETS will now be involved in the process. GK is to meet with LK and LR on 18 March to go through ETS' completed SA and this meeting will be the 'formal' interview. SD and KT agreed to attend this meeting. LK, LR and KT will complete the SA.

LK asked committee members to be mindful of what 'hat' they were wearing when completing the SA.

GK was unsure of CWVYS position regarding the survey but he will be meeting the Chair of CWVYS at the end of the week to clarify this.

8. COMMUNITY DEVELOPMENT UPDATE

AT reported that the draft endorsement guidelines for non HE work had been produced and sent out to 300 organisations. AT is in the process of identifying 2 pilot endorsements.

AT gave an update on the HE guidelines. At present there is no course which comes close to being a qualified course, apart from one. Very short courses are being offered (15 days). The way forward could be through portfolio work. Short courses could then be a potential part of a portfolio. WAG's support is needed in advising the field that it is important to employ staff who have an endorsed qualification.

LK stated that the work AT was undertaking was funded separately to ETS' Youth Work element from WAG.

LK thanked AT and those who had been consulted on this work.

SD said that this work was to be welcomed. He asked if there was any scope for joint endorsement in the future as there are many areas of commonality

between CD and YW. LK said that this would be part of the discussion when reviewing the pilot endorsements.

LK hoped this pilot would be well received by WAG and that it would continue to support its development.

STJ informed the committee that the website for working with community workforce development will be going live soon. It includes a good route map for qualifications. The 5-nations strategic framework for qualifications units will be on the website.

9. JOINT ETS

LK reported that it had been a worthwhile meeting in Cardiff. LR reported on the meeting and issues discussed had included:

- Parity of guidance for HEI's
- Joint endorsement of OU
- Implications of joint sector qualification strategy
- CWDC in England- foundation degree framework for work with children and young people
- YSW qualification

The next joint ETS meeting is to be held in Edinburgh on 15/16th March. LK asked ETS members to send any items they would like included on the agenda and invited them to contact her if they wished to attend.

10. LLUK and Sector Qualifications Strategy update

LR reported that LLUK had not been re-licensed as from 31 March 2011. UKCES is now responsible for the work previously undertaken by LLUK. The Qualification and Occupational Standards work has gone to LSIS and it is setting up a memorandum of understanding with other countries.

The Sector Qualifications Strategy work had originally moved from LLUK to NYA but had then moved back to a LLUK lead. With the demise of LLUK the implications of this are not known.

UKCES has to fund the work that LLUK was previously doing therefore it will need to decide who is to take the lead on the Sector Qualifications Strategy work. ETS members agreed that this work is crucial.

SE is waiting for a meeting with the WAG official dealing with this.

Action: LR/SE to provide updates as available

11. FORWARD WORK PROGRAMME

As detailed in ETS annual report (2010) for WAG, and including the following:

- CDC grant work
- 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
- Web site development
- Training for panel members and developing a pool of consultants

- TAG's all Wales Supervision module

SD reported on TAG's supervision module. Real progress has been made. The draft module has been shared with the Youth Work Strategy branch and discussed with employers and stakeholders. All have agreed that it is strongly needed. A grant from the Youth Work Strategy branch has been secured for 4 modules (based on HEI's) to pilot the module for this programme but funding in the future will need to be met by employers. It is a 20 credit module at level 6.

CJ stated that CWVYS supported this supervision module and would welcome views on how its members could access it.

12. ANY OTHER BUSINESS

12.1 KT reported that James Mensah had retired from JNC.

Action: LK to write and thank him for this work and to wish him well

12.2 Welsh Medium Conference to be held in Newtown on February 17th

12.3 WAG conference (Valuing Youth Work) 21st March (North Wales), 24th March (South Wales).

12.4 CJ reported that the Urdd has 44 paid youth officers as well as voluntary sessional workers. She explained that it was difficult to get staff to a higher level of qualification in Welsh. The Urdd is at present negotiating to get one module (professional studies level 4) running in North Wales.

13. CONFIRMATION OF FUTURE MEETINGS

Wednesday 18 May 2011

Wednesday 19 October 2011

LK thanked members for their contribution.