

**Minutes of meeting held at the
Elan Valley Hotel, Rhayader on
17 October 2012 10.30am**

Present:

Gareth Newton (Chair), Alan Twelvetrees, Liz Noble, Sue Trevelyan-Jones, Gary Foreman, Dafydd Baker, Catrin James, Grant Poiner, Andy Borsden, Sam Evans, Colin Heslop, Tracey Thomas, Tim Opie, Steve Drowley.

In attendance:

Liz Rose (ETS Adviser/Secretary) plus Sue Coleman and Teresa Holdsworth for specific agenda items

Apologies:

David Algie, Jo Sims, Jane Williams, Ann Smith, Ged Kerlake, Mike Greenaway, Tillie Mobbs.

1. WELCOME/INTRODUCTIONS/CHAIR'S REPORT

This was Gareth's first meeting as newly appointed Chair. He was delighted to be appointed and gave a brief update on his background to working with young people. GN reported that, as part of his induction, he had held a number of meetings with relevant individuals and bodies. GN welcomed everyone to the meeting, particularly Grant Poiner and Liz Noble, attending their first meeting as co-opted members.

2. MINUTES OF THE LAST MEETING

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

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

- 3.1 There has been no progress on finding a CWVYS rep for JNC;
- 3.2 Elected member place on JNC – progress has been made but the individual is not yet confirmed **Action: TO and LR will follow up with WLGA.**
- 3.3 Annual monitoring forms are being finalized and are about to be sent out. Courtney Taylor has been appointed as consultant for this work;
- 3.4 Supervision module – ETS to contact Ged Kerlake to push progress on this. **Action: LR to follow up**
- 3.5 CH reported that ETS needs to register with HESA so that HEIs can report their programmes as professionally endorsed by ETS Wales (currently only NYA is listed). **Action: LR & GN to follow up**

4. ORGANISATIONAL ISSUES

- 4.1. Co-options – application forms were sent to 5 individuals nominated and 3 applications then received. Grant Poiner, Boys' & Girls' Clubs Wales; Liz Noble, Cwmbran Centre for Young People; and Ann Smith, Conwy Youth Service were duly appointed.
- 4.2. LSIS – Shauna Dunlop will be invited to attend ETS in the LLUK Sector Skills Council place.
- 4.3. Communication – the importance of members feeding back to their respective networks and bringing items to ETS was reiterated. To improve and encourage dialogue the following was agreed:

Action: LR to change the agenda item from 'Organisational Issues' to 'Sector Feedback' to encourage dialogue.

Action: LR to issue ETS minutes within 3 weeks for wider circulation.

Action: PYO & CWVYS reps to share minutes of their meetings with ETS.

5. ETS WORK PROGRAMME

- 5.1. Quality Mark – LR explained that this work is in the grant offer from Welsh Government and that previously, ETS had endorsed only the workforce development plans and curriculum programmes of local authorities and major voluntary organizations. Sue Coleman the consultant for the project described progress to date and the main issues encountered, which included rationale, timing and fit with emerging policies. Any overlap with the CWVYS QM process had also been accounted for. The quality areas developed include: Policy & Planning; Curriculum; Workforce Development; Quality Assurance; and Young People's Development.

The format of indicators, guidance and scoring criteria was described. The sub-group had decided against the use of Estyn grading criteria as the QM is a peer led developmental process rather than an inspection process. A pilot event will be sought once the quality areas are finalized. The need to 'sell' the process was noted and a quick guide with examples of how the QM could be used would be valued – this could include quality planning, SARs and SLAs. This work is also of interest to community development colleagues, particularly for use with Communities First projects. **Action: LR to send out draft quality areas.**

- 5.2. Youth Support Worker Endorsement Guidelines – LR reported that a meeting had taken place with DB & SD and an outline endorsement process drafted. The main requirements suggested were: the use of JNC qualified verifiers; particular monitoring data to be provided; and the involvement of ETS reps in existing quality events. **Action: LR, SD, DB & JS to reconvene to develop further detail of guidelines.**

6. ENDORSEMENT ACTIVITY

- 6.1 **Glyndŵr – BA:** LR and AB had met to approve a modification to the programme. This involved a Viva Voce assessment which linked students' placement with action research. Noted.
PgDip/MA: This is due for re-endorsement in 2013. TT will chair panel. GP & STJ volunteered for panel.
- 6.2 **Cardiff Metropolitan** – nothing to report.
- 6.3 **UWN – PgDip programme:** Endorsement panel took place in Sept 2012, chaired very ably by JS. The programme was endorsed with 3 conditions and 3 recommendations. LR gave brief summary.
Foundation Degree in Work with Children and Young People – LR had contacted Emma Duffy re their marketing materials but was awaiting a response. **Action: LR to follow up. More discussion is needed on the development of Foundation Degrees and implications for the sector. GN to attend Welsh TAG on 16 Nov.**
- 6.4 **TRINITY** – nothing to report.
- 6.5 **OU** – nothing to report.
- 6.6 **Agored Cymru** – DB reported concerns that England has set a minimum age to enrol on the L2 programme at 14yrs while in Wales it is 16yrs. There are a number of issues that need to be addressed, including

suitability and CRB checks. **Action: Agenda item needed for wider discussion.**

A brief discussion was held on the option for the ETS Chair to chair all panel events in future. This could be a functional role on the day of the panel with an ETS member still acting as the lead contact prior to the panel event. However, it was felt that the current system gave ETS members a valuable opportunity for personal development.

7. WELSH GOVERNMENT UPDATE ON EMPLOYMENT AND ENGAGEMENT STRATEGIES

GN was pleased to welcome Teresa Holdsworth, Deputy Director, Employment & Engagement Division at Welsh Govt, to talk about current policy developments. This was further to LK writing to Teresa and their subsequent meeting. Teresa gave a helpful outline of some of the thinking taking place at policy level, which is particularly concerned to address the persistent figure of 10-12% of young people not in education, employment or training. A framework has been developed using a continuum from 0-24 years with emphasis on particular transition and risk points which are key to keeping young people engaged. Data and monitoring systems are robust for many age groups but need to be strengthened for those aged 17plus. Teresa said that leadership by Welsh Govt is critical to success and provision will need to be managed within existing budgets.

Teresa circulated a diagram to illustrate this framework, covering six broad areas:

1. early identification of risk of disengagement
2. need for support from a key individual worker
3. good 'tracking' of individuals at key stages
4. existing provision and its quality
5. creating training, employment and other opportunities
6. good data, good accountability measures

This framework is currently being tested with 8 local authorities: Blaenau Gwent; Caerphilly; Cardiff; Merthyr; Powys; RCT; Swansea; and Wrexham.

In terms of a timetable, the Youth Employment and Engagement Action Plan will be realigned to the framework and the Minister will make a formal statement in January 2013. The Careers Wales Co. will be owned by Welsh Govt from April and their remit revised to maximise their contribution to the framework. The framework model will be tested in the summer with local authorities using self-assessment and sharing practice. Revised Youth Support Service guidance can then be issued, along with an updated National Youth Service Strategy. Teresa stressed that close links are also being developed between her work and those responsible for the Families First and Communities First programmes as there are many overlapping issues to address.

Members were reassured by the apparent positive role for the Youth Service within the framework but also raised a number of concerns:

- the principle of voluntary engagement by young people being undermined by targeted work
- involving the wide community of young people acts as a preventative and protective role for them but targeted work could exclude many young people who need support. Teresa stressed that open access provision must be of high quality while also providing extra for those young people most at risk.

- the perception that 'key worker' or 'lead broker' may be seen as a particular profession. Teresa stated that this was not the intention; instead this is a role taken on by the most appropriate worker who is then expected to liaise with other occupational areas.

Teresa is willing to come to future ETS Wales meetings to discuss progress and to hear our views. GN thanked Teresa for her input.

8. REGISTRATION CONSULTATION

GN had prepared a draft response with input from colleagues, which had been circulated prior to the meeting. This was discussed and approved.

Action: GN to submit report by 19 Oct.

9. JNC UPDATE

DA had provided an update prior to the meeting, which covered the 2012 pay claim, 2012 workforce survey results and the new JNC Agreement (replacing the JNC Report). The low number of returns to the survey from Wales was of concern and it was suggested that better links with JNC and publicity via ETS may have secured higher numbers. Wales HEI qualifications are also missing from the Agreement.

Action: LR to circulate update and workforce survey results to members, explore developing stronger links with JNC and send list of Wales HEI qualifications.

10. NATIONAL OCCUPATIONAL STANDARDS (NOS) AND SECTOR QUALIFICATIONS STRATEGY (SQS) UPDATE

LR reported that LSIS had been in touch with JETS officers on an updated framework/structure for the Sector Qualifications Strategy but nothing further has been developed as yet. There is currently available via 'Survey Monkey' a consultation on apprenticeship frameworks. TO reported that LSIS are sponsoring the 'Big Welsh Walk' taking place for Youth Work Week as a means of linking outcomes of the event to the National Occupational Standards.

11. JOINT ETS (JETS) MEETING

This was due to be held in Cardiff in October but has been postponed until March 2013. A meeting of JETS officers will be held instead. Discussions will cover: parity of guidelines; joint endorsements; individual recognition; and registration.

12. ESTYN THEMATIC REVIEW OF YOUTH WORK TRAINING

In the absence of GK, no further discussion was possible. A written update and plan for future activity would be welcomed.

Action: LR to request details from GK.

13. COMMUNITY DEVELOPMENT UPDATE

AT circulated a paper recording past achievements, current activities and future developments. The panel for the approval of the UHOVI programme will take place in May, CH to chair. STJ will also sit on panel plus another CDC rep to be confirmed. GN will attend the Welsh Govt CDLN meeting on 5 Nov.

14. PLAYWORK

GN reported that he met with TM from Play Wales as part of his induction. Funding for endorsement work continues to be sought.

15. ANY OTHER BUSINESS

- GF reported that CD qualifications are now listed on the Agored Website.
- SE noted that there may be a national conference in summer 2013 in line with launch of consultation on updated guidance and youth service strategy.
- The new 'Principles and Purpose' document, which replaces the curriculum statement, should be out shortly.

16. CONFIRMATION OF FUTURE MEETINGS

Weds 27 February 2013

Weds 8 May 2013