

Draft Minutes of the Sixteenth Meeting of the General Teaching Council for Wales

Date: 8 July 2004

Location: Theatr Brycheiniog, Brecon

Attending

John Andrews (Chair)			
Frank Bonello	Ron Carrotte	Tim Cox	Steffan ap Dafydd
Elwyn Davies	Mal Davies	Sheila Drayton	Michael Edwards
Diane Farmer	Ian Guy	Neil Hendry	Angela Jardine
Sue Jenkins	Gareth H Jones	Nichola Jones	Richard Parry Jones
Gareth Roberts	Moira Shepstone	Jacqueline Turnbull	Gwen Williams
Peter Williams			

Apologies

May Castrey	Ruth Coward
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Not present

Goronwy Jones

Officers

Gary Brace, Chief Executive
Hayden Llewellyn, Registrar
Julia Evans, Director of Finance & Personnel
Christina Ryan, Office Manager
Darren English, Publications Officer
Karen Evans, Policy Manager

Welcome and Preliminaries

The Chairman welcomed members to the 16th meeting of the Council and welcomed 5 of the 6 new Council members, who were observing proceedings from the public gallery, and to the observer from GTCS, Myra Pearson, Depute Registrar.

Karen Evans, the Council's new Policy and Planning Manager, was introduced and welcomed to her first meeting.

The Chairman advised members that item 8 on the Agenda (Progress Report on CPD Funding Programme, GTCW 15/04) was to be taken during the Private Council session following the main meeting due to confidential items requiring Council's attention.

The Chairman briefed members on recent meetings with the Minister for Education & Lifelong Learning and with the ELL Committee. The meetings had been positive and the Council were waiting to hear the Minister's response to the GTCW *Action Plan for Recruitment & Retention in Wales*.

1. Draft Minutes of the Council Meeting of 31 March 2004

1.1 The minutes were agreed as an accurate record.

Matters arising

1.2 Paragraph 14.1: Members' attention was drawn to the paper in the 'For Information' Items which contained reports from members representing the GTCW on external bodies as per Council's decision.

1.3 A member raised the issue of the Minister's recent announcement of a review of Initial Teacher Education and Training in Wales. Following a brief discussion it was agreed that the Council should be involved in any Task Group which might be set up to conduct the review. The Chief Executive would write to Assembly officials expressing the Council's desire to be involved.

2. To receive notification of any issues which members wish to raise in respect of the 'Information' Agenda Items (16 - 18)

2.1 A member wished to raise a question regarding item 18 ('Reports from Council Representatives on External Groups') and the resignation of GTCW member Gareth Jones from the Assembly Liaison Group on Research in Education and Training and whether the Assembly would be seeking another GTCW appointment to the Group. The Chief Executive replied that, to date, there had been no contact from the Assembly for a replacement.

3. Draft minutes of the Executive Committee of 20 May 2004

3.1 The Chief Executive introduced the draft minutes of the meeting.

Matters Arising

3.2 The Chief Executive drew members' attention to minute 2.5 (election of Deputy Chairperson of Council). Congratulations were offered to Jacquie Turnbull at her unopposed election to the position as from 1 September 2004.

3.3 Minute 3.7, a member asked whether the Estyn report on the GTCW CPD pilot phases 2 & 3 was available for members to see. The Chief Executive explained that the Estyn report was private advice to the Assembly but officials had shared it with officers before submitting their commentary paper to the Minister. The Chief Executive agreed to raise the issue again with the Assembly seeking release of the Estyn report to members. The Chief Executive stated that the Estyn report was positive about the CPD pilot.

4. Draft minutes of the Registration Committee of 8 June 2004

4.1 The Chief Executive introduced the draft minutes of the meeting.

Matters Arising

- 4.2 The Chief Executive drew members' attention to minute 3 (appointment of Registration Committee Chairperson and Deputy Chairperson). Council's approval was sought following the Committee's election of Frank Bonello to the position of Chairman and for Gareth Roberts to the position of Deputy Chairman from 1 September 2004. Council gave their agreement and offered their congratulations.

5. Draft minutes of the Audit & Scrutiny Committee of 20 May 2004

- 5.1 The Chairman of the Committee, Neil Hendry, introduced the draft minutes.

Matters arising

- 5.2 The Committee Chair drew members' attention to minute 3.2 (election of Committee Chairperson) and asked for Council's approval following the Committee's election of Mike Edwards to the position from 1 September 2004. Council gave their agreement and offered their congratulations.
- 5.3 A member expressed concern that only 2 members of Council had attended the last meeting of the Audit & Scrutiny Committee and questioned whether at 4 members the Committee might be too small. The Council Chairman agreed that the size of the Committee did need looking at and the matter was referred to the Executive and Audit & Scrutiny Committees to discuss and report back to the next meeting of Council. One possibility was to have reserve members for the Committee.

6. Progress report on QTS registration and Induction (GTCW 13/04)

- 6.1 The Registrar introduced the report, providing members with an update on the Council's work concerning QTS, registration and induction. Members were invited to receive the report for information and to note: (i) the recommendation of the Registration Committee concerning registration fees for teachers who work in both Wales and England in any year, and (ii) the documentation to be provided by the Council to NQTs who complete their Induction year.

Matters arising

- 6.2 During discussion of the report members raised the following issues:
- Members expressed concern about the ability of NQT's to complete their Induction period. There was interest in the Scottish model which guarantees a placement for the induction year following qualification. The Chief Executive replied that the approach in Scotland had been raised in the GTCW *Recruitment & Retention Action Plan*. GTC Scotland had kindly agreed to make a presentation on the scheme to Assembly officials and the GTCW Chief Executive. It was suggested that it would be better to wait for this to take place and for the Minister's response to the GTCW

Recruitment & Retention Action Plan before discussing further.

- Council data and anecdotal evidence indicated that trainees in the primary sector were finding difficulty in securing teaching posts. A member suggested that a new category be created on the GTCW register for NQTs who would only pay a fee when they were employed. The Chief Executive replied that this was one option to consider.
- It was suggested that Council revisit the registration categories with a view to creating a 'provisional registration' category for NQT's with 'full registration' given on reaching the induction standard.
- The new induction certificates had a number of textual errors that members felt needed correction before publication. It was requested that the wording on the certificate be revisited.

7. Progress report on Registration database arrangements (GTCW 14/04)

- 7.1 The Registrar introduced the report, providing members with an update on progress in respect of the replacement of the existing Register of Qualified Teachers database. Members were invited to receive the report and note the progress to date.

Matters arising

- 7.2 A member raised a question regarding item 9, namely the possible parallel running of the existing and the new systems and how long that would go on for. The Registrar replied that there was an opportunity for the two systems to run in parallel for a number of months, but, ideally, the Council should revert to the new system as soon as it is confident to do so.

8. Progress report on CPD Funding Programme (GTCW 15/04)

- 8.1 This agenda item was adjourned until later in the meeting due to matters needing to be discussed in private session.

9. Professional Development Framework update (GTCW 16/04)

- 9.1 The Chief Executive presented the paper to members which provided an update in respect of the work of the Professional Development Framework Task group. members were invited to discuss the update and, if acceptable, to agree the timetable for completion of the first stage of the work.

Matters arising

- 9.2 During discussion, members raised the following issues:
- Para 3.7 of the Draft Notes of the Task Group Meeting referred to 'on the job accreditation' of NPQH. A member asked who would oversee or control this aspect of the work. The Chief Executive replied that the Assembly 'owned'

the NPQH qualification and awarded it via CELT, the NPQH Centre at Cardiff University.

- Para 6.6 - re-certification against professional standards. Members felt that this was an increasingly important point to consider, especially if there was a long term gap in a professional's career.
- Para 6.3 - 'Leadership-led Model'. A member said that it needed to be recognised that leadership took place at all levels within a school and not just at a managerial level but also in the classroom.
- Para 6.8 - CPD paths. A member asked whether this inferred that there would be *multiple* paths. The Chief Executive replied that the Task Group were clear that there should be multiple paths to ensure career flexibility for teachers.

Members discussed the proposed timetable and agreed the approach for consulting on the first strand of the Framework.

10. Evaluation of Council Elections (GTCW 17/04)

- 10.1 The Registrar presented this paper which provided members with a summary of proposals agreed by the Executive Committee in respect of future Council Elections. Members were invited to consider a number of specific recommendations and/or issues regarding: (i) possible amendments to election categories; (ii) the requirement for a candidate to be employed or engaged to provide services as a teacher.

In addition, members' attention was drawn to the bullet points under section 4 of the report:

4. The Executive Committee agreed the following matters, as set out in the review and evaluation report of the Returning Officer for the Elections:

- *the timescales for conducting the Elections were practical and the period of time between the close of the Electoral roll and the commencement of voting was not considered to have had any significant impact;*
- *the Council's Election Scheme ought to be enhanced to deal more specifically with the matter of Appeals;*
- *the Council's Election Scheme and Nominations paper should be amended to remove the need for a proposer, seconder and five additional supporters. In its place a minimum of seven supporters / backers should be required;*
- *greater use of local companies to be made in the preparation of some Election documentation. In the Council's experience, such companies can offer cost effective work and better design quality;*
- *the feasibility and cost effectiveness of web-based on-line voting should be actively considered for 2008.*

These decisions were endorsed by Council.

Matters arising

- 10.2 Discussion on the Executive Committee's recommendations focused on two main areas: 1) Election Categories, and 2) Clarity on which registered teachers may or may not stand for election.

Election Categories

- 10.3 Following discussions, Members agreed the Executive Committee recommendations for the Election Categories as follows:
- a) to amend Regulations such that “at least one of the elected candidates should be from the primary sector and at least one from the secondary sector”. Similar provision should not be made for Heads or Deputies in other sectors such as Special schools or Pupil Referral Units.
 - b) at present, the Head / Deputy category excludes Assistant Headteachers from standing or voting in this category, despite the fact that some schools no longer have a deputy headteacher. The Executive Committee recommended that Council confirm whether it wishes to extend the current headteacher / deputy headteacher category to include assistant headteachers in future.
 - c) the categories be re-titled, for example to:
 - Head, Deputy and Assistant Head teachers;
 - Teachers of secondary school pupils;
 - Teachers of primary school pupils.

Clarity on which registered teachers may and may not stand for election

- 10.4 During discussion on the clarification of who may stand for election, the following issues were raised:
- A member said that the rules should state clearly that for teacher elected posts, only those people directly involved in the unsupervised act of teaching children or young people should be eligible to stand. Advisors would not be disenfranchised as there were options for such persons to be appointed to the nominated positions on the Council;
 - A member suggested that if people were required to register they should be able to vote and stand for election. The Chief Executive replied that only classroom teachers were required to register. Advisors do not have to register but were encouraged to do so;
 - A member suggested that a paper be prepared to address the issue of advisors who have daily contact with children but not necessarily in a direct teaching environment.

It was agreed that this matter needed to be referred to the Executive Committee as part of the development of an in-depth report for discussion with Assembly officials.

11. Draft Annual Report and Accounts 2003-04 (GTCW 18/04)

- 11.1 The Chief Executive introduced the unaudited annual accounts and reiterated their draft nature. Members were informed that the accounts were currently being audited by the National Audit Office (NAO). Members would receive another draft for consideration 2 to 3 weeks after the Council meeting which would include a draft of the Annual Report. Members were invited to provide comments or to write to officers with comments on the accounts during the week following the Council meeting.

Matters arising

There were no matters arising.

12. Amendment to Standing Orders – Terms of Reference of Audit and Scrutiny Committee (GTCW 19/004)

- 12.1 The Chief Executive introduced the proposed amendment and invited members to consider and, if seen fit, adopt as from its next meeting, proposed amendments to the Audit and Scrutiny Committee's Terms of Reference, following their initial consideration by that Committee.

Matters arising

- 12.2 Members agreed the proposed amendments subject to the following minor changes:

Standing Order 33.3 Membership and attendance. Text to be added regarding the use of alternate reserve members.

Standing Order 33.6 Replace "...any or all of those who normally attend but who are not members..." with "non-members" and delete the words "and frank".

Standing Order 33.8 second sentence to end with "...as they are deemed necessary".

13. Staffing Report (GTCW 20/04)

- 13.1 The Chief Executive presented the report which updated members on recent appointments and adjustments to the staffing structure. It made suggestions for dealing with the Welsh speaking media through the involvement of nominated and trained Council members.

Matters arising

- 13.2 Members noted the recent changes to the GTCW staffing structure and then went on to discuss the issue of the use of members in Welsh language media situations:

- Members agreed to have a number of nominated spokespersons from amongst the Welsh speaking members of Council who could be drawn on when a Welsh medium interview was required.
- The subject of media training was discussed for the members who would take part in the Welsh language interviews. Members also discussed the possibility of training for all members, although it was felt that the system whereby the Chief Executive, senior officers, Chairman and Deputy, acted as spokespersons worked well and avoided conflicts of interest on the part of members.
- One member felt that the Council needed to address its provision of Welsh language services beyond the issue of the media. The Chief Executive responded that the Council was fully staffed to meet the needs of the Welsh language, being a fully bilingual organisation in its dealings with the public. The proposal was purely designed to address the issue of a present shortcoming in dealing directly with the Welsh language media.
- Another member felt that the use of Welsh speaking members should be considered an interim measure only until sufficient senior level staff were in post/trained.
- The proposal to use members in Welsh language media situations was agreed and expressions of interest would be sought from Welsh speaking members of Council with the Nominations sub-group of the Executive Committee remitted to finalise the list.

14. Annual Lecture (GTCW 21/04)

- 14.1 Before the paper was introduced, the Chairman left the meeting and the Deputy Chairman, Mal Davies, took the chair, there being elements for discussion concerning the current Chairman.
- 14.2 The Chief Executive then introduced the paper which outlined a plan for the inaugural GTCW Annual Lecture as agreed in the Operational Plan. The lecture would help put the GTCW in the public eye and put important current issues into the public arena. Speakers of a national reputation would be invited and the lecture would target key people in Welsh education and public life. It was also proposed that the retiring Chairman, John Andrews, be invited to give the inaugural lecture. Members were invited to discuss the proposal for a lecture, the location, timetable and the first speaker.

Matters arising

- 14.2 Members agreed that the retiring Chairman John Andrews be invited to give the first lecture, and that the location for the inaugural lecture be in Cardiff on October 4th before the next meeting of the Council.
- A member suggested that the Council could consider moving the location each year between the south and north of Wales and another member suggested that the lecture could be attached to other events in the education calendar such as the Wales Education Exhibition. The Chief Executive

replied that this was a possibility, although the aim of the lecture was to establish the lecture in its own right and the GTCW as a leader in education issues;

- Members were asked to give thought to possible future speakers and get back to officers with suggestions.

John Andrews returned to the meeting following discussion of this item.

15. Any Other Business

15.1 There were no additional items of business.

16. For Information Items 16, 17, 18

16.1 There were no issues in respect of the Information Items.

The public meeting was declared closed.