

Minutes of the Fourteenth Meeting of the General Teaching Council for Wales

Date: 8 December 2003

Location: The Metropole Hotel, Llandrindod Wells

Attending

John Andrews	Ian Guy	Neil Hendry
Angela Jardine	Sheila Drayton	Moira Shepstone
Frank Bonello	Gwen Williams	Elwyn Davies
Peter Williams	Mal Davies	Tim Cox
May Castrey	Richard Parry Jones	Jacqueline Turnbull
Gareth Roberts	Steffan ap Dafydd	Goronwy Jones
Ruth Coward	Ron Carrotte	Nichola Jones
Michael Edwards	Sue Jenkins	

Apologies

Diane Farmer	Gareth H Jones
--------------	----------------

Officers

Gary Brace Chief Executive	Tegryn Jones Policy and Planning Officer	Hayden Llewellyn Registrar
Christina Ryan Office Manager Officer	Darren English Publications Officer	Anthony Bevan Acting Director Of Finance

Welcome and Preliminaries

The Chairman commenced the meeting by welcoming Antonia Lamont, a representative from Merlin Marketing & Public Relations, the retained public relations consultancy used by the GTCW, as an observer to the meeting.

1. Draft Minutes of the Council Meeting of 24 September 2003

1.1 The minutes were agreed as an accurate record. There were no matters arising.

2. To receive notification of any issues which members wish to raise in respect of the 'information' Agenda Items (19-22)

2.1 A member notified Council of a wish to raise an issue with respect to item 20, 'Data on threshold and NQT destinations'.

3. Draft minutes of the Executive Committee of 4 November 2003

- 3.1 The Chief Executive introduced the minutes of the meeting. There were no matters arising.

4. Draft minutes of the Policy Committee of 4 November 2003

- 4.1 The Chief Executive introduced the minutes of the meeting. There were no matters arising.

5. Draft minutes of the Audit Committee of 18 November 2003

- 5.1 Prior to the introduction of the minutes, the Chairman of Council invited members to agree the Audit Committee's recommendation that Neil Hendry be confirmed as the Chair of the Audit Committee. This was agreed.
- 5.2 Neil Hendry introduced the minutes of the meeting.

Matters arising

- 5.3 The Chief Executive drew members' attention to minute 9.2, and informed members that copies of the *'Members' Code of Conduct and Best Practice'*, would be available at the lunchtime break.

6. Draft minutes of the Registration Committee of 18 November 2003

- 6.1 Prior to the introduction of the minutes, the Chairman of Council invited members to agree the Registration Committee's recommendation that May Castrey be confirmed as the Chair of the Registration Committee. This was agreed.

May Castrey introduced the minutes and drew members attention to the following paragraphs:

Paragraph 4.5. The collection of Induction results from Appropriate Bodies and the recording of these results on the Register of Qualified Teachers;

Paragraph 4.8. Current arrangements in Scotland, under which NQTs were guaranteed a teaching post for a year, after qualification;

Paragraph 7.6. The potential disclosure of criminal offences to employers;

Paragraph 7.10. Access to information on the Council's Register by other professional bodies.

Matters arising

- 6.2 Members congratulated officers on the arrangements that had been undertaken with regards to the recent disciplinary hearings convened by the Council. In addition, it was noted that there may be merit in officers considering in advance, circumstances where a case may extend beyond one day and plan for this possibility.

7. Revised Standing Orders (GTCW 39/03)

- 7.1 The Chief Executive introduced this paper, which invited members to agree revised Standing Orders of the Council. The Chief Executive explained that at the last meeting of Council, members had requested that the Executive Committee and Audit and Scrutiny Committee be remitted to each consider a specific matter in relation to the Council's Standing Orders, namely for:
- the Executive Committee to consider a provision for the Deputy Chairperson of Council to become Deputy Chair of both the Executive and Policy Committees;
 - the Audit and Scrutiny Committee to consider the threshold for approving any major items of expenditure not set out in the Operational Plan.
- 7.2 The Chief Executive stated that the revised document at Annex A set out the provisions proposed by the Executive Committee in respect of the Deputy Chairperson. However, he confirmed that the Audit and Scrutiny Committee had determined that it was not necessary to amend the Standing Orders in relation to expenditure not set out in the Operational Plan, but there was a need to amend the Council's Financial Procedures in this regard.

Matters arising

- 7.3 The revised Standing Orders were agreed by Council. Furthermore, the Chief Executive added that the Council's Financial Procedures would be amended to include a statement regarding the involvement of Council members in the tendering process in certain circumstances in the future.

8. Progress report on Registration and QTS (GTCW 40/03)

- 8.1 The Registrar introduced this paper, providing members with an update on the Council's registration and QTS work. Members were invited to receive the report for information.

Matters arising

- 8.2 Members wished to acknowledge the efforts of officers in respect of the excellent work undertaken regarding the Registration and QTS processes of the Council.
- 8.3 Clarification was sought on the number of teachers who were registered but not teaching. The Registrar replied that at the present time there were some 8000+ teachers who according to Council records were not in full-time or part-time employment as a teacher. However, some 4500+ of these teachers had indicated that do undertake or intend to undertake supply work, whether this be on a regular or infrequent basis.
- 8.4 It was inquired as to whether provisions were now in place to enable Open University students to be awarded QTS in Wales. The Registrar confirmed that Regulations introduced by the Assembly in the Summer enabled the Council to award QTS to OU students who had already commenced their programmes of study, provided they met the necessary criteria in respect of the award. However, it was explained that this matter was ongoing in the longer term and at present the Open University route to QTS for

students in Wales was currently on hold.

- 8.5 Reference to paragraph 22 of the paper was made and clarification requested on the organisations to whom the Council may supply registration information. The Registrar explained that current legislation stipulated a number of bodies to whom the Council may provide registration information, but stated that the Council was awaiting an Assembly consultation document concerning *Specified work and Qualifications* where further draft amended Regulations were expected to include additional organisations in this regard.

9. Future Registration Database arrangements (GTCW 41/03)

- 9.1 The Registrar introduced a paper, which made recommendations for future action by the Council in respect of the Register of Qualified Teachers database. Members were invited to consider the matters set out in this report, and if considered appropriate, to agree the recommendations made.

Matters arising

- 9.2 It was queried as to whether the quality of the data in the current system would suffer as a consequence of replacing the existing application. The Registrar explained that all relevant data would be migrated to the new application.
- 9.3 The issue of staffing implications was raised, to which the Registrar stated that it was hoped that the work could be undertaken using existing staff resources, however, this would need to be kept under review. It was acknowledged that there would be training implications for existing Registration and I.T. officers of the Council.
- 9.4 One member questioned whether the successful company tendering for the development work would offer guarantees that the new system would actually operate to the Council's satisfaction. The Registrar replied that I.T contracts were susceptible to being delivered over-budget and not to the client's specification. He confirmed that the Invitation to Tender and subsequent contract would need to be prepared carefully and with assistance from the Council's solicitors, but also that a high level of project management would be required by Council officers.
- 9.5 The Council agreed the recommendations made, and requested that officers should formally commence work in 2004 to put in place new or refined arrangements for its own registration database, distinct from the current arrangement with GTCE.

10. CPD funding programme, 2004-05 (GTCW 42/03)

- 10.1 The Policy & Planning Officer introduced a paper inviting members to consider mechanisms for the Council's oversight of the CPD funding programme from April 2004. In addition, members were presented with an opportunity to agree the Information Booklet, outlining the funding proposals from April 2004.

Matters arising

- 10.2 It was confirmed that paragraph 11 of the paper referring to the 'co-opting' new members

should read 'free invitation'.

- 10.3 With reference to paragraph 7, one member inquired as to how members of the advisory group would be selected. The Chief Executive replied that that would require further discussion, and Council agreed to remit this matter to the Executive Committee for consideration.
- 10.4 It was agreed that members of Council would be invited to express an interest in sitting on the CPD Advisory Group and the CPD Wales Editorial Boards.
- 10.5 A member asked if the CPD e-journal could cover sources of good practice from other sources of funding other than the GTCW. The Chief Executive replied that the e-journal could potentially be used in the dissemination of information on other sources and that the CPD Advisory Group could be asked to discuss the matter further.
- 10.6 One member asked whether CPD funding could be used as part funding towards a project, together with other sources such as GEST. The Policy & Planning Officer replied that the CPD funding could be used in this way, provided certain criteria were met and there was no evidence of double funding.
- 10.7 Members agreed the proposed oversight agreements in respect of the CPD funding programme from April 2004.
- 10.8 Members proceeded to discuss the draft Information Booklet and agreed the document subject to the following minor revisions:
- the section on Teacher Research Scholarships, 'Eligible Activities' would be amended to make specific mention of the link to the classroom;
 - the section concerning the NGfL, would be amended to state that the Council 'may provide' resources to NGfL.

11. Professional Development Framework - Progress report , 2004-05 (GTCW 43/03)

- 11.1 The Chief Executive introduced the paper, updating members on progress made by the Professional Development Framework Task Group at its first meetings.

Matters arising

- 11.2 Members' emphasised the potential value and importance of this developmental work to the teaching profession in Wales, and requested further updates as the Task Group progressed through its proposed work programme.

12. Draft submission to the Daugherty review of Assessment (GTCW 44/03)

- 12.1 The Policy & Planning Officer introduced a paper setting out the Council's draft submission to the 'Review of Assessment arrangements at Key Stages 2 and 3' led by Richard Daugherty, and invited members to discuss, and if considered appropriate, agree the Council's response.

Matters arising

- 12.2 It was requested that bullet points 1 and 2 in paragraph 9 be combined.
- 12.3 Members raised the issue of the ongoing requirement on teachers at Key Stage 1 to record and report their assessment of pupils.
- 12.4 Members' considered that, subject to minor changes, the report was excellent and officers should be congratulated on their hard work in drafting the submission. In particular it was suggested that the report could do with some minor refinement, to make the points made a little "sharper".
- 12.5 Council agreed the submission and delegated the finalising of the text to officers.

13. Induction Appeals arrangements (GTCW 45/03)

- 13.1 The Registrar introduced a report, which provided members with a draft of the Council's Guidance and Procedures for hearing Induction Appeals. Members were invited to discuss the draft and make any suggested amendments prior to a formal consultation process.

Matters arising

- 13.2 A member queried whether the timescale of 10 working days stated in paragraph 3.3 was too short. The Registrar explained that this timescale was specified in Assembly Regulations.
- 13.3 It was requested that paragraph 12 'Language' be revisited to specify more clearly the opportunity for all parties involved in an Appeal to converse bilingually.
- 13.4 Subject to this amendment, Council agreed the draft Guidance and Procedures for hearing Induction Appeals. The Registrar explained that the Council would now undertake a formal consultation on the draft document.

14. Draft Corporate Plan, 2004-07 and Draft Operational Plan, 2004-05 (GTCW 46/03)

- 14.1 The Policy & Planning Officer introduced this paper, which provided members with an opportunity to comment on drafts of the Council's Corporate Plan 2004-07 and Operational Plan, 2004-05.

Matters arising

Corporate Plan

- 14.2 Sub-objective 1.4. It was requested that the last but one paragraph, referring to the use of ex-members in the Council's disciplinary work, be re-worded more clearly.
- 14.3 Sub-objective 2.1. It was proposed that in the section referring to workload and bureaucracy, specific mention ought to be made of the workload agreement.

- 14.4 Appendix. One member pointed out that in the details concerning existing Council members, Tonypandy Comprehensive should now read Tonypandy Community College.

Operational Plan

- 14.5 Introduction. It was noted that the text in respect of Objective 4 was inconsistent with that set out on page 196 of the papers and that the two sections should be brought into line.
- 14.6 It was suggested that under Sub-objective 2.1.3 Teacher Workload and Bureaucracy, mention might be made of the teacher workload agreement and the possible development of a teachers' charter
- 14.7 Subject to the above amendments, the Council agreed to remit the final approval of the Corporate Plan, 2004-07 and Operational Plan, 2004-05 to the February meeting of the Executive Committee.

15. Registration Fee, 2004-05 (GTCW 47/03)

- 15.1 The Chief Executive introduced this paper, and invited members to discuss and agree the recommendation of the Executive Committee as to the registration fee for 2004-05 and the indicative fee for 2005-06.
- 15.2 In setting out the proposed registration fee, the Chief Executive drew members' attention to the following specific points:
- 2004 will be the first financial year in which the Council will have no grant funding from the Welsh Assembly Government;
 - it was important that the Council's cash reserves were maintained or improved;
 - the registration fees of the other GTCs were broadly similar to, or higher than, the GTCW fee;
 - the STRB will continue to contribute £33 to individual teachers to cover the cost of the fee.
- 15.3 Council agreed the registration fee for 2004-05 of £32 and the indicative fee for 2005-06 of £34.

16. Update on Council Elections (GTCW 48/03)

- 16.1 The Registrar introduced the paper, providing members with a progress report on the conduct of the elections for elected members of the General Teaching Council for Wales. Members were invited to receive the report for information.
- 16.2 Members noted the paper and Council endorsed the decision of the Executive Committee (paragraph 5 of the paper) to extend the closing date for Nominations due to postal disruptions.

17. Council response to the Welsh Assembly Government consultation on Inclusive Education (GTCW 49/03)

- 17.1 The Policy & Planning Officer introduced a paper, setting out the Council's draft response to the Assembly consultation on Inclusive Education.
- 17.2 It was agreed that members would submit any comments in writing to the Policy and Planning Officer.

18. Any other business

- 18.1 There were no other items of business.

FOR INFORMATION ITEMS

20. Data on threshold and NQT destinations (GTCW 51/03)

- 20.1 A member inquired how, in table 5 of Annex A, 81 teachers had attained threshold with less than 6 years of service. The Registrar replied that there were a number of explanations, including the possibility that these teachers had commenced work above the minimum of the pay scale.
- 20.2 The meeting was declared closed.