

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

Date: 19th June 2003

Location: Celtic Royal Hotel, Caernarfon

Attending

John Andrews	Claude Evans	Ian Guy
Neil Hendry	Angela Jardine	Gareth H Jones
Moira Shepstone	Rhiannon Steeds	Frank Bonello
Gwen Williams	Linda Wyn	Elwyn Davies
Peter Williams	Mal Davies	Tim Cox
May Castrey	Richard Parry Jones	Diane Farmer
Sheila Drayton	Jacqueline Turnbull	Gareth Roberts
Vernon Rowlands		

Apologies

Steffan ap Dafydd	Goronwy Jones	Ian Morgan
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Officers

Gary Brace Chief Executive	Chris James Director of Finance And Personnel	Tegryn Jones Policy and Planning Officer
Hayden Llewellyn Registrar	Zoe Grundy Corporate Support Officer	Darren English Publications & Press Officer

Observers

Myra Pearson, Depute Registrar
General Teaching Council for Scotland

1. Draft Minutes of the Council Meeting of 8th April 2003

- 1.1 The minutes were agreed as an accurate record.
- 1.2 Minute 1.2, *Application to ILT*. A member asked what the current position was with regards to the ILT Application. The Chief Executive responded that the application had been submitted in February and a decision was still awaited.
- 1.3 Minute 1.6, Gareth Jones updated members on the current position of the Assembly Research in Education and Training group, with progress to date reported as being concerned with determining the role of the group and awaiting the appointment of a Civil Service secondee to be the point of contact and take the work forward.
- 1.4 Minute 5.2. The Chief Executive informed members that the letter agreed by the Council at its last meeting regarding concerns over the proposed ELWa funding strategy had not been sent. Members agreed that matters had moved on in the intervening period. It was proposed that when the ELWa funding methodology was agreed this should be considered by the Policy

Committee.

1.5 Minute 7.4, replacement of the Registration database, members were informed that a formal recommendation could not be presented to Council at this stage as the views of GTCE would not be known until early 2004.

2. To receive notification of any issues which members wish to raise in respect of 'Information' Agenda Items (14 to 19).

2.1 No issues were notified.

2.2 Additionally, no issues were tabled for agenda item 20, a private item regarding the Council's disciplinary casework.

3. Draft minutes of the Registration Committee of 15 May 2003.

3.1 Gwen Williams introduced the minutes of the meeting and explained that the majority of issues raised during the Registration Committee meeting were on the Council agenda for discussion.

4. Draft minutes of the Policy Committee of 15 May 2003.

4.1 The Chief Executive introduced the minutes of the meeting and explained that the majority of issues raised during the Policy Committee meeting were on the Council agenda for discussion.

5. Draft minutes of the Executive Committee of 19 May 2003.

5.1 The Chief Executive introduced the minutes of the meeting and explained that, apart from Minute 6, the majority of issues raised during the Executive Committee meeting were on the Council agenda for discussion.

5.2 Minute 6.1. The Chief Executive drew attention to the value of holding an informal discussion of the Operational Plan and its objectives at the next Council meeting in September.

6. Draft minutes of the Audit Committee of 19 May 2003.

6.1 Gareth Jones introduced the minutes of the meeting and explained that the majority of issues raised during the Audit Committee meeting were on the Council agenda for discussion. He continued by congratulating the officers of the Council, on behalf of the Audit Committee, for the good audit reports received from internal and external auditors.

6.2 Minute 7.2, change to financial procedures to allow the Policy and Planning Officer to become an authorised signatory of cheques. Council formally agreed this.

6.3 It was noted that there was an error in 8.1 of the minutes (Objective 3). The financial regulations would also have to be amended to include payments to non-teacher members of Council.

7. Registration and Fees report (GTCW 13/03)

- 7.1 The Registrar introduced the report and updated members on the registration process and collection of the registration fee for 2003/4. Members were invited to receive the report for information. The Registrar highlighted the successful completion of the fee collection process and the positive response from teachers in updating their records in respect of qualifications.
- 7.2 Item 10. A member asked if Newly Qualified Teachers would be eligible for the £33 reimbursement of the fee. The Registrar confirmed this was the case, when they commenced work in a maintained school.
- 7.3 Members offered their congratulations to staff and to the ITET institutions for the successful raising of the need for registration amongst NQT students. In particular, the visits by GTCW staff to the institutions had been good for the Council's image amongst new teachers.

8. QTS Report (GTCW 14/03)

- 8.1 The Registrar introduced this paper, comprised of two sections. Members were provided with an update on progress to date with respect to the Council's new responsibilities for the administration and award of QTS in Wales. In the second section, members were presented with a number of specific policy issues concerning QTS for members' consideration. Members were invited to consider and discuss the matters set out in section one and discuss and agree the specific recommendations made in section two of the report.
- 8.2 A member asked if there were any plans for publicity regarding the award of QTS in Wales. The Chief Executive informed members that plans were in place for publicity regarding the award of the first QTS certificates by GTCW.
- 8.3 A member asked if NATFHE had been involved in the discussions with Teacher Unions about the award of QTS. The Registrar responded that they had not been involved as the discussion centred on school teachers rather than FE teachers.
- 8.4 A general discussion arose regarding routes to the award of QTS outside the Council's control. Council decided that the Chair, Deputy Chair and Chief Executive be remitted to address the issue directly with Assembly officials. Members agreed that the Council should press for all routes to QTS to be under the control of the GTCW to avoid confusion and to reduce the number of bodies involved in the process.

9. Draft Action Plan for Teacher Recruitment and Retention in Wales (GTCW 15/03)

- 9.1 The Chief Executive introduced the plan and outlined the key areas for discussion. Members were then invited to discuss and, if seen fit, to agree the Action Plan for publication.
- 9.2 Members agreed that following any amendments raised during the meeting the Chief Executive and Chair be remitted to approve all final amendments.

- 9.3 Members discussed the plan and raised the following issues:
- Executive Summary – members asked for this to be expanded to better reflect the evidence used in the report, the long term factors and the general recommendations;
 - Page 5 – Reference to SCEW: the ‘C’ should read ‘Conference’ not ‘Committee’;
 - Page 8 – Point 15 needed a sentence to make it clear that not all teachers gaining NPQH would go on to headteacher roles and that there should be greater emphasis on equality of access to the qualification;
 - Page 9 – Point 17 provided an opportunity to state that falling rolls in schools was a good time to improve the pupil/teacher ratio, not cut teacher numbers;
 - Page 11 – The section on *Status of the Profession* needed to be further developed and changes reflected in the Executive Summary;
 - Page 12 – Point 35 needed expansion to emphasise the role of the teacher in respect to classroom assistants;
 - Page 16 – Point 49 required clearer definition between recruitment to secondary and primary;
 - Page 19/20 – Further work was needed in respect of the GTP route to QTS;
 - Page 24 – paragraph 93 needed rewording.

10. Scheme for the Election of Council Members (GTCW 16/03)

- 10.1 The Director of Finance and Personnel introduced the paper and invited members to consider and approve the election scheme.
- 10.2 During the introduction the Director of Finance and Personnel addressed a concern raised at the previous meeting regarding the disparity in numbers of head and deputy head teachers in the primary and secondary sectors and the implications this may have on voting categories. It was reported that changes to the Council’s Constitutional Regulations could only occur after the next elections. Council agreed that this should not be allowed to significantly delay the implementation of the 2004 election.
- 10.3 Members agreed the election scheme subject to an amendment to Regulation Three, point one, second line which required the use of ‘he’ to be amended to ‘it’ and a re-numbering of points 6 and 7 in the same Regulation.
- 10.4 The dates and times for the election were agreed.
- 10.5 The Registrar was formally recognised as the Returning Officer for the election.

11. Draft Evaluation of Phase 2 CPD Pilot Programme (GTCW 17/03)

- 11.1 The Policy and Planning Officer introduced the final evaluation report into CPD Phase Two and invited members to discuss and note the report.
- 11.2 A member asked if the report would be available on the Council’s website. The Policy and Planning Officer responded that, in line with previous years, the evaluation would be published on the website.

11.3 A member questioned whether more rigorous checking was in place for Whole School Initiative type applications, following some criticism of the value of some of the approved schemes. The Policy and Planning Officer confirmed that was already the case in Phase 3 and already a greater number had been returned to applicants.

11.4 It was suggested that the evaluation report be considered by the CPD Reference Group and a summary included in 'Teaching Wales'.

12. Administration of CPD funding from April 2004 (GTCW 18/03)

12.1 The Chief Executive introduced this report inviting members to discuss the administrative and monitoring structure for the future funding of individually focussed CPD through the Council in anticipation of the Assembly decision to put such funding on a permanent footing.

12.2 Members discussed the recommendations following initial consideration by the Executive Committee. If the Assembly was to decide to place the programme on a permanent footing through the Council, members agreed that it should be administered 'in-house' by Council staff rather than through a 'company limited by guarantee', although this option should be kept open should it be considered appropriate in the future.

12.3 Further thought should be given to the roles of the Councils' Executive or Policy Committees in respect of the oversight and monitoring of the funding programme, and of the Audit Committee's role in respect of ensuring probity. It was agreed that an Advisory Group be established as a sounding board for officers – this could have external representation, but that the strategic responsibility for the direction of the programme should be that of the relevant Standing Committee. It was agreed that an editorial board needed to be established to take responsibility for the e-journal. It was agreed that the arrangements be evaluated during the first year of operation and a report brought to Council in summer 2005.

It was suggested that specific detailed proposals for Council oversight and monitoring of the programme be brought to the next meeting of the Executive Committee, if the Assembly should invite the Council to take the funding programme forward.

13. Draft Annual Report, 2002-2003 (GTCW 19/03)

13.1 The Chief Executive introduced the draft Annual Report based on achievement against the targets outlined in the Operational Plan 2003-2005 and invited members to comment on it.

13.2 A member noted that there were discrepancies in the headlining/titling between pages 114 and 122. This would be addressed in finalising the report.

13.3 Draft unaudited annual accounts were tabled for members' consideration.

14. For Information items

14.1 Members received the following reports for information:

- Response to Assembly Consultation on 'CPD - the Way Forward' (GTCW 20/03)
- Response to Assembly Consultation on QTS and ITT standards (GTCW 21/03)
- Response to Assembly Consultation on Foundation Stage (GTCW 22/03)
- Disciplinary Procedures and Rules (GTCW 23/03)
- Quarterly Review (GTCW 24/03)
- Risk Register (GTCW 20/03)

15. Any other business

- 15.1 The Chairman asked members if they wished to be represented on the GTCW Task Group for the Professional Development Framework on which the Council had been invited to take the lead by the Assembly. It was agreed that two teachers and two headteachers should be drawn from Council along with other external body's representatives. It was agreed that members be invited to express interest and to use the procedure for selecting members to represent the Council on external groups.
- 15.2 It was agreed to cancel the July Policy Committee due to a lack of anticipated business.

The meeting was declared closed.