

**SOUTH EAST WALES TRAINING AND EDUCATION
NETWORK**



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Minutes of
South East Wales Training & Education Network
Meeting on
Tuesday 19th February 2008
at Esporta, Cardiff

SOUTH EAST WALES TRAINING AND EDUCATION NETWORK

Minutes of Meeting Tuesday 19th February 2008 at Esporta, Cardiff

Present:

Hazel Brophy	Qualtech	HB
Lisa Condron	Coleg Morgannwg	LiC
Lesley Cox	Ystrad Mynach College	LeC
Gill Dentus	Coleg Gwent	GD
Lynette El-Khatib	Rhondda Cynon Taf CBC	LE
Judith Evans	Coleg Morgannwg	JE
Rhos Griffiths	Ystrad Mynach College	RG
Liz Hollingsworth	Job Centre Plus	LiH
Jim Holohan	SportTrain	JH
Lara Hopkinson	Cardiff University	LaH
Helen James		HJ
Mike Keohane	Careers Wales Mid Glamorgan & Powys	MK
Helen Maloney	I-SA Training	HM
Deb Morgan	Job Centre Plus	DeM
Hayley Morgan	Community Enterprise Wales	HM
Dianne Morris	SEMTA	DiM
Sharon Mott	University of Glamorgan	SM
Jane Nyhan (Speaker)	Chwarae Teg	JN
Bethan Pocock	Clybiau Plant Cymru	BP
Heulyn Rees	Gartholwg Lifelong Learning Centre	HR
Teresa Rees (Minutes)	Chwarae Teg	TR
Emma Richards (Chair)	Chwarae Teg	ER
Jane Williams	Open University	JW
Kay Williams	Newport & Gwent Enterprise	KW
Mererid Wyn Williams (Speaker)	Estyn	MW

1.0 Welcome

ER welcomed everyone to the meeting.

2.0 Apologies + Minutes of Previous meeting

List attached of Apologies.

Minutes from previous meeting on 2nd October 2007 were accepted as a true record.

3.0 Leadership & Management in Further Education Mererid Wyn Williams, Managing HMI, Estyn

Leadership and strategic management is good or outstanding in many of the FE colleges inspected since 2004. It is not as strong in ACL and WBL although it is an improving picture in WBL in particular.

What therefore makes FE Colleges successful?

- a strong focus on the core business - high rates of retention, very good teaching and learning
- strong strategic direction
- ethos of continuing improvement
- flexible and responsive to change
- good value for money
- training and development of staff is high on the agenda and staff strive to improve
- action plans, targets and rigorous benchmarking are in place
- better analysis of performance data
- share common purposes and values

Leadership and Management in FE Colleges also proves to be very strong:

- over the last few years organisational structures have become less hierarchal so leadership is better distributed across management structures
- more ownership is being given to middle managers
- Senior Management Teams have a good balance
- staff appraisals are improving
- governing bodies have strong representation from the business community
- Principals liaise well with each other across the whole of Wales
- training and development of Managers is high on the agenda

Where the quality of Leadership and Management is weaker it is shown that:

- structures are hierarchal and too rigid
- Leaders and Managers are professionally isolated and have not kept up to date with developments
- Managers are unwilling to share core resources

One area in which FE Colleges are struggling in is the

development of strategic partnerships and multi-agency working. The Beecham, Leitch and Webb reports all highlight the need for better collaboration between training providers. The Welsh Assembly Government also want to see everyone working together to increase the range of courses available to 14-19 year olds, at the same time providing better value for money.

Too little collaboration has taken place in the past with only a third of Schools with 6th forms having worked closely with Colleges and this has only taken place, in most cases, where Schools are unable to provide courses directly themselves. The main reasons for the lack of collaboration are the difficulties in organising joint timetables, the cost of additional transport and that funding streams for pre-16 and post-16 education are provided through different departments within the Welsh Assembly Government. Partnership working will be increasingly important in the future as the number of surplus places in Schools continues to rise therefore resulting in a drop in funding. There needs to be a change of culture from the competitive to the collaborative.

RG highlighted that even though today's presentation looked mainly at 14-19 year old provision in FE Colleges that their remit was all ages and that they continued to increase their work in adult education and community outreach.

MK asked if Estyn's inspections and research looked at gender segregation. MW advised that currently they were looking at 14-19 pathways but that their remit didn't specifically look at gender. Although they did, for example, look at gender balance on some courses and if there were cases of good practice or any significant issues raised that they would be highlighted in their reports.

(Contact : mererid.wyn.williams@estyn.gsi.gov.uk)

4.0

Agile Nation

Jane Nyhan, Chwarae Teg

JN gave an overview of Agile Nation. Chwarae Teg is hoping to secure ESF funding to roll out the project (a copy of the presentation was circulated and is attached for information).

Question and Answers followed the presentation.

Q: There is no reference to the voluntary sector – will they be able to access the project?

A: *Yes, although it is only the public and private sectors highlighted in the presentation, the voluntary sector will also be able to access the project.*

Q: Will there be a positive emphasis on BME women?

A: *The project will be working with women across the board, including those from all under-represented groups. There will be two ways that women can access the project, they can either self-select or*

be referred by an employer. Due to funding restrictions the project can only work with employed women.

Q: What is the rationale for the project – has there been research to back up the need?

A: *It is recognised that there is already expertise out there carrying out parts of the work the project may deliver and it is important that provision is not duplicated. Research is currently on-going.*

Q: How will the portal and its services be marketed to employers?

A: *The project will be promoted and marketed widely but as it has been stressed many times today working in partnership will be key in helping to raise awareness of the services and benefits to employers and others.*

(Contact: jane.nyhan@chwaraeteg.com, tel: 029 2047 8900)

6.0 Information Exchange

SportTrain: JH, Managing Director

DCELLS funded private training provider in sport and recreation and have recently received the Quality Mark. Currently delivering basic skills training to 16-18 year olds and also piloting the pathways project with Cardiff County Council and SkillsActive. Main centres are in SE Wales but have also worked across SW Wales. Looking for collaborative opportunities.

(Contact: j.holohan@sporttrain.net, tel: 01792 456721)

Cardiff University : LaH, Research Associate, Wales School of Architecture

LaH manages a network set up for academic experts to champion further collaboration between industry and academia to facilitate sustainability through use of research.

(Contact: hopkinsonl@cardiff.ac.uk, tel: 029 2087 5968)

Coleg Gwent: GD, Business Advisor

GD works with graduates who are interested in setting up a business, both current students and those returning. Has a caseload of around 28-30 students and many of those are looking at occupations that don't fit into the traditional employed routes e.g. dog grooming.

(Contact: gill.dentus@coleggwent.ac.uk, tel: 01495 333619)

Community Enterprise Wales: HM, Development Officer

Work with those wishing to set up or develop community enterprises. Community Enterprise Wales is a membership organisation and their AGM is being held this Friday, 22nd February and will be followed by a workshop on the Welsh Housing Quality Standards. Further information is available from HM if required.

(Contact: hmorgan@cewales.co.uk, tel: 01495 356734)

Open University: JW, Assistant Director

Have been funded in Wales for the last 3 years and are looking to further develop the partnership aspect of their work. Currently have a number of posts being advertised.

Action: EM has details of the vacancies and will forward to members. Further information is also available on the Open University website.

(Contact: j.e.williams@open.ac.uk)

SEMTA: DiM, Executive Officer

Sector Skills Council for science, engineering and manufacturing technologies. Have been developing sector skills agreements and collaborating with a number of organisations across Wales to look at what provision is already out there and where skills gaps exist etc. Have recently received funding from the Welsh Assembly Government to develop some projects. The Work-Based Learning Pathway Project, which will be working closely with Schools, Colleges etc and the Women and Work Project.

(Contact: dmorris@semta.org.uk, tel: 01656 653429)

Careers Wales Mid Glamorgan & Powys: MK, Post Education Manager

One of six individual Careers Companies operating across Wales. Although there are regional differences and approaches they do try to work together and communicate issues, such as, equality and diversity across the board. Although careers is seen as a service mainly for young people they are increasingly working with more and more adults. There is a careers centre in every major town and city in Wales. MK advised that Public Services Management Wales could offer SMEs a business consultant for up to 3 days to look at all the equality strands – for contact details see the PSMW website.

(Contact: mike.keohane@cwmgp.co.uk, tel: 01656 672972)

JobCentre Plus: LiH

Develops and delivers internal training to staff and is also the Wales representative for work-life balance within the organisation. Issues around training for managers who manage staff that want to work flexibly. JN advised that Chwarae Teg has a practical training package on how to manage flexible workers called 'Workable Solutions' – further information available from JN.

(Contact: liz.Hollingsworth@jobcentreplus.gsi.gov.uk)

HJ

Has been involved in education and training for many years through previous employment with organisations, such as, Learndirect, Careers Wales and Construction Skills – is currently actively seeking work.

(Contact: hjwales1@hotmail.com)

Ystrad Mynach College: RG

Works in adult community education throughout the Rhymney Vale in partnership with Communities First. The individual needs of the

communities are looked at so that appropriate training can be provided in over 70 locations in the area. Currently organising Skills Fairs to try and bring the community together and engage those hardest to reach to make informed choices about their learning and future employment. The next one is taking place next week in Bargoed and over 27 organisations will be participating, giving advice and information on their services to the local community. Have also recently been undertaking some new work with Jobsmatch and Working Links.

(Contact: rgriffiths@ystrad-mynach.ac.uk)

Coleg Morgannwg: JE

Currently Assistant Principal but will be commencing new post as Principal of the College from 1st April. The College operates across the whole of Rhondda Cynon Taf. Part of the 14-19 pathways group in RCT working in partnership with organisations in the area. Developing work with the community - currently have over 80 outreach centres. Recent growth area for the College is working with employers - a variety of NVQs are delivered in the workplace and for the first time ever have around 80 staff from the cleaning industry undertaking NVQ Level 1.

(Contact: j.evans@morgannwg.ac.uk)

Rhondda Cynon Taff Country Borough Council: LE

Works in partnership with the Colleg Morgannwg and franchise a number of courses. Rolling out EU funded project 'Learning for Growth' aimed at the economically inactive looking to progress into education or employment.

(Contact: lynette.elkhatib@rhondda-cynon-taff.gov.uk, tel: 01443 744039)

JobCentre Plus: DeM

Took over the role of Third Party Manager last month. Monitors contract provision and is also looking at non-contracted provision. Can offer up-skilling to those not on other mandatory routes e.g. New Deal.

(Contact: deb.morgan@jobcentreplus.gsi.gov.uk, tel: 029 2042 3643)

Clybiau Plant Cymru Kids Clubs: BP, Team Leader

A business support toolkit is available for those wanting to start up a new childcare venture or support those who wish to further develop their business. Training is also available based on the toolkit. There is a new training hub in Wales which is being headed by Play Wales. CPCKC are currently running an Objective 1 project helping to develop sustained childcare, this comes to an end in June. Looking to engage and access further funding through Convergence/ Competiveness and are currently partners in two possible projects:

- Genesis II Project - which will focus on 'hard to reach individuals', especially women, and will specifically address the barriers those individuals face when trying to access

work and/or training opportunities, thus overcoming barriers to improve the economic activity of people in Wales and inclusion in the labour market

- Workforce Development Project – to encourage more people to enter the sector and up-skill current staff. A partnership meeting was held last week which was very positive as representatives from all the local authorities were present. Hope to get matchfunding from the Cymorth fund.

(Contact: bethanp@clybiauplantcymru.org, tel: 029 2074 1000)

Qualtech: HB

A private training provider offering a wide range of training programmes e.g. NVQs, ILM, Modern Skills Diplomas, IIP and business support to SMEs, as well as customised training according to clients needs.

(Contact: hazel.brophy@qualtech.co.uk)

Newport and Gwent Enterprise: KW, Centre Co-ordinator

Part of the Chamber of Commerce and have access to over 3,000 SMEs. Run a number of projects and services in the area:

- City of Enterprise – whose main aim is to encourage and support enterprise activity, widening horizons as well as participation. Also offers help to overcome barriers and provides practical training and development to under represented groups to support new business or increased employment opportunities. Currently running a number of workshops e.g. ideas generation, advice on working tax credits
- Co-ordinate a number of funded training programmes e.g. NVQs, ILM
- Funded to take unemployed people in the Newport area through their Class 1 & 2 HGV licence

(Contact: kay.williams@centreforbusiness.co.uk)

Coleg Morgannwg: LiC, Campus Manager

Has been looking to develop short courses for women, especially those hard to reach, around construction/DIY skills – currently issues around funding.

(Contact: l.condron@morgannwg.ac.uk, tel: 01443 663364)

Ystrad Mynach College: LeC

Manages the School of Care, which is a huge growth area. Trying to encourage more people into the sector by offering more flexible training. Hoping to develop further training to prepare and raise standards of those moving into childcare in day nurseries, the work is often seen as low paid, long hours and low rewards but with very high responsibility. Run a number of jobs fairs at the College and many of the students are getting employment straight from their courses. BP advised that WAG have recently put out to tender the Quality Assurance Scheme for the childcare sector in Wales, those who initially put in an expression of interest and were successful in

getting to the next stage have now been asked to submit a full application.

(Contact: lcox@ystrad-mynach.ac.uk, tel: 01443 810105)

I-SA Training: HM, Head of Business Development

Work-based learning provider, deliver 14-19 Learning Pathways and DCELLS funded contract. Training programmes include, Hairdressing, Customer Service, Administration and Retail. Have recently been working closely with the Genesis project in Bridgend and Caerphilly.

(Contact: helen.maloney@isatraining.co.uk, tel: 01656 665544)

University of Glamorgan: SM

The commercial services department links with business and industry to work collaboratively with the college and vice versa. Have a work-based learning project which evaluates the training individuals have had within an organisation and if possible offer accreditation for the work already undertaken – also look at further learning and progression routes. Have recently gained accreditation to deliver ILM Level 7, which has been mapped into a Masters Programme.

(Contact: smott@glam.ac.uk, tel: 01443 482751)

Gartholwg Lifelong Learning Centre: HR, Co-ordinator

Based in Pontypridd and have had a very successful first year. Run a variety of courses, many of which are in partnership e.g. with Coleg Morgannwg, University of Glamorgan, Adult Community Education – looking to expand partnership work. The majority of courses are also accredited. Hold community information sessions at the centre, such as, careers advice and drug awareness. Organise arts based events and also have a small theatre, which is used by local children's drama groups and touring drama groups.

(Contact: heulynrees@campwsgartholwg.org.uk, tel: 01443 219589)

ER thanked all members for their input and encouraged everyone to take the opportunity to network at the end of the meeting. ER also thanked MW and JN for their interesting and informative presentations.

7.0 Any Other Business

ER reminded members that Chwarae Teg was committed to continuing to manage the network but requested that members considered whether their organisations could host a future meeting. Venues would need to be suitably large (around 40 boardroom style).

ER will shortly be circulating a short questionnaire to members to evaluate the network.

If anyone wishes to present at network meeting or has any ideas for future presentations please contact ER.

8.0 Networking Opportunity after formal meeting ended

9.0 Next Meeting

Monday 28th April 2008 (9.30am – 12.00noon) and James Woodbine from the Welsh Assembly Government will be presenting on 'Tendering and Procurement'. Venue to be confirmed

Apologies received from :

Ceri Willoughby	Open University Wales
Lyn Travis	Caerphilly County Borough Council
Richard Green	Community University of the Valleys
Cerian Angharad	Association for Science Education
Clare Morris	South Wales Probation Service
Karen Long	Wales Local Government Association
Heather Hewitt	Bridgend County Borough Council
Tessa Gabriel-Davies	Merthyr Tydfil County Borough Council
Joan Siddle	Ystrad Mynach College
Adelaide Bankhole	MEWN Cymru
Margaret Willock	Blaenau Gwent County Borough Council
Jane Burdett	Clybiau Plant Cymru
Rebekah Williams	Wales Council for Voluntary Action
Ian Smith	SEMTA
Pippa John-Cooke	Cardiff County Council
Felicity Furlong	WEA
Victoria Walsh	ConstructionSkills
Helen Sharp	National Childminding Association
Lily Power	Ethnic Business Support Partnership
Rebekah Williams	Wales Council for Voluntary Action
Helen Sharp	National Childminding Association
Beverley Bailey	Lifelong Learning UK
Paula Lafford	University of Wales, Newport
Lyn Waddington	RISE, Newport
Jane Freeman	TRI-Solutions
Phil Burkhard	Phil Burkhard Associates