

**MINUTES OF THE NFEC REGIONAL MIDLANDS SEMINAR
FRIDAY 8 APRIL 2011 AT 10.15 AM IN C302 AT DERBY COLLEGE ROUNDHOUSE
CAMPUS**

Present:

Sameer Ali – Feedback	Andrew Hewison – City & Guilds
Mike Blake – EAL	Malcolm Hindle – EEF
Dave Blest – Walsall College	Julie Hinton – SEMTA
David Brain – Stafford College	Phil Hurrell – South Cheshire College
Phil Clements – Warwickshire College	Babak Jahanbani – Festo
Bernie Fishpool – Edexcel	Steve Jones – Telford College
Richard Fort – Solihull College	Bob Millington- NFEC Director
Ken Gainey – Toyota Manufacturing UK	Jackie Pugh – Walsal College
Karen Gallagher – Derby College	Frank Skillington – West Notts College
Mick Hall – Derby College	Brian Thornton – SEMTA
Malcolm Healey - SEMTA	Peter Winebloom – EEF

Apologies: Andy Lees and Steve Saunders – Walsall College and Jill Mustard (JM) – Worcester College of Technology.

PART ONE - GENERAL MINUTES

		Action	Date
1/11	<p>Welcome and Introduction to the Seminar</p> <p>Apologies were received from Andy Lees and Steve Saunders (Walsall College).</p> <p>KG welcomed everyone to the meeting and went on to give a brief presentation regarding the courses available at the different sites of Derby College ie Broomfield, Joseph Wright and the Roundhouse. DC has also recently merged with South East Derbyshire College which is now known as the Field Road site.</p> <p>Bob Millington – thanked KG/MCH for hosting the meeting at the Round House Campus.</p> <p>Steve Jones (chair) asked for everyone to introduce themselves and give a brief description of their role within education - suggest name cards for the next meeting.</p>	BM	Next Seminar
2/11	<p>Minutes of the previous meeting – agreed as correct but all matters were included in the programme for the day so not be discussed.</p>		
3/11	<p>Matters of concern relating to quality, content, structure, management and delivery of programmes of training and education in Engineering</p> <p>BM asked if anyone had any concerns other than what is listed on the agenda – none reported.</p> <p>Summit Skills proposal – (BM) stated that NFEC had linked up with AoC in order to improve the impact of the message we are trying to get across (BM knows Principals of colleges had asked the AoC to represent their worries and concerns also) regarding the changes proposed by Summit Skills to do with EAL and C&G qualifications being taken out.</p>		

PART ONE - GENERAL MINUTES

Action

Date

A joint proposal from the AoC and NFEC was put together to give to Summit Skills, however it turns out the Skills Funding Agency (SFA) were acting as a broker between NFEC, AoC and Summit Skills. Ann Watson (EAL) spoke to Keith Marshall at Summit Skills who said he had heard nothing from NFEC or AoC on the proposals being talked about. It would appear that the SFA had not passed on this information. Therefore, it was agreed that NFEC and AoC would bypass the SFA and set up a meeting with Keith Marshall directly to put together a proposal to retain a single skill qualification for full-time learners who want to prepare for either an apprenticeship or in the case of Electrical an Advanced Apprenticeship in electrical installations, to retain the best of the existing qualifications and also to take into account Summit Skills points to build in some common core units across the four trades ie heating, air-con, electrical, plumbing. However, BM received a copy of a letter from Michael Gove (Education Secretary) listing NQF qualifications that were to be maintained, that included the C&G and EAL qualifications in question, which was great news.

BM stated that he is not sure where this leaves the Access Awards produced by Summit Skills i.e. Level 1 (Certificate), Level 2 (Diploma) – BM said personally he is in favour of the Level 1 programme because learners will gain a range of skill areas and associated knowledge, raise confidence levels, and provide some basic skills. By the time students progress to Level 2 they should know which skill area they wish specialise in i.e. electrical, plumbing etc.

Keeping the Access qualifications in place is fine but learners may well vote with their feet and choose the single skill qualifications at Levels 2 and 3 that opt for the Level 2 Access Diploma.

BM has spoken to Matt (C&G) in support of extending EAL and C&G qualifications but wanted to be sure these quals ie electrical, heating, plumbing etc would cover the knowledge based elements of the new integrated competence based applications, which are now the work-based qualifications for building services e.g. anyone doing L3 in Electrical technology, who then gets an Advanced apprenticeship in an electrical maintenance/installation area of work would only have the competence based element of this new integrated qualification to complete in the workplace. This will help progression to employment as an advanced apprentice. It would also benefit employers as training costs would be reduced.

Matt replied both EAL and C&G are working together with Summit Skills to produce a mapping document which would provide APL opportunities for the NQF qualifications to the new QCF qualifications.

PART ONE - GENERAL MINUTES

	Action	Date
<p>SJ reported that according to the current LAD (Learning Aims Database) Level 2 and 3 - 2330 qualifications for apprentices has been extended to July 2012. Clarification of end dates to be provided by Andrew Hewison and sent to BM for distribution.</p>	AH	
<p>Trial delivery of single funded units of qualifications under QCF - SJ reported the college had applied to be part of this trial and as part of that application SJ put together a request to include the 2357 units. It will now be possible to draw down adult learner responsive funding for the knowledge units of the 2357. The trial is only for 2010/11. SJ confirmed the offer had been granted but it is still being decided whether to go ahead or not.</p>		
<p>BM reiterated that confirmation is needed as soon as possible as to how long these NQF quals are going to be allowed to be approved for.</p>	EAL and C&G	
<p>APL 2330 into 2357 – C&G to check to see if that has been set up.</p>	AH	
<p>4/11 An opportunity for open discussion with a focus to distil key issues and plans for addressing them</p>		
<p>Apprenticeships – PEO issues and SASE update</p>		
<p>BM – up until January there was very little chance of retaining the PEO which was quite worrying. BM wrote to Bill Twigg at Semta expressing our concerns. The options available were: 1) it becomes a VRQ, 2) put everyone through on a L2 apprenticeship with the PEO in place and then they go on to the Advanced Apprenticeship, 3) the PEO being infiltrated into the NVQ L3 in some way. BM asked Bill Twigg that if the latter is the chosen option could they please ensure that there is still the ability to deliver it off-the-job in a sheltered environment. It has since been agreed to keep the PEO and Semta are currently working on getting the PEO written into the 14 NVQ Level 3s. It will then become an Extended Diploma in Engineering including the PEO and it will be allowed to be delivered in a sheltered environment.</p>		
<p>BM invited everyone to attend a National Conference on 26 May 2011 in Coventry – presentation by Ian Carnell (Semta) and Warren Thomas (EAL). Warren will talk about the implementation on the new qualification and Ian Carnell will update us on the structure of it and how the development is progressing.</p>		

PART ONE - GENERAL MINUTES

Reduced GLHs for PEO within a Programme-Led Pathway (Form of Pre Apprenticeship Programme)

BM raised the issue regarding the 214 glhs proposed for the delivery of the PEO – not sure how this affects the workbased learning funding with the PEO being integrated into the NVQ L3.

Outside of work-based learning the PEO will still be used as part of a programme led pathway for preparing people to go on to an Advanced Apprenticeship in engineering. However, 214 glhs is not possible – if the glhs have been halved then the funding will obviously be reduced which is a concern. BM was told at the National Council that some people are delivering PEO under YA (Young Apprenticeship) initiative in much less than 300 hours. It all depends on the units chosen – some are more complex than others. BM has written to Semta.

BM said one option would be to package the PEO with other qualifications which can be delivered in less hours transferring the remainder over to PEO.

BM said decisions cannot be made until we know what funding will be allocated in September for PEO 2 (6 core units) whether it is going to be a 12% or a 50% drop in funding.

Noted that at the next Seminar, there will be an opportunity to share both the levels of funding being received for the Level 2 Apprenticeships that include the PEO Level 2 and that received for the new Extended Diploma in Engineering (that includes the PEO) and that received for the PEO delivered as part of a Programme-Led Pathway (Pre Apprenticeship Programme).

Noted that ERR and PLTS will require external verification.

5/11 C&G 2357 – Delivery Experiences

Still great concerns about the range statements – they are too wide and therefore unachievable within most companies in the Industry. Noted that concerns are being addressed by awarding bodies and the situation will be monitored. Will again be raised at the next seminar.

6/11 Functional Skills

Bernie Fishpool handed out a range of helpful documents relating to Functional Skills and PLTS.

Noted that entry level FS can be contextualised but not Levels 1 and 2.

BF agreed to send results for FS to BM for forwarding via SJ.

Action

Date

SJ/BM

SJ/BM

BF/BM/S

PART ONE - GENERAL MINUTES

A discussion on contextualisation on PLTS led to Brian Thornton checking to establish if this was the case.

Action
J (done)

BT

7/11 Progressing Curriculum Development Network

- SJ outlined some of the points including: Awarding Bodies will detail what TCAT and Worcester College of Technology are delivering which will lead to identifying commonality of curriculum.
- Once a system for staff to collaborate effectively has been established, senior managers can then withdraw.
- Other delegates wishing to be involved were invited to contact SJ.
- Jackie Pugh (Walsall College) wished to be included. JP to email SJ to this effect.

SJ/JM

All

JP

Not discussed but noted here that at the Autumn Term Seminar at Birmingham Metropolitan College in November 2010, many more delegates declared an interest in being involved but as yet haven't email SJ to this effect. It would be helpful for this to happen and therefore increase the level of mutual support that can be gained from this initiative.

All

8/11 Qualifications and Awarding Bodies – Current Developments.

Various matters were discussed including the following:

EAL – Framework will be available by 31/07/11. Rapid Response project mentioned.

C&G – AH highlighted various developments. AH to email BM on Summit Skills regarding the mapping from the 2330 to the 2357.

AH

EDEXCEL – FS and PLTS have been mapped.

8/11 Plenary

Delegates agreed with SJ's suggestion that a Seminar Evaluation Sheet be developed that could be completed very quickly and given to SJ to help ensure the right level of quality is maintained. BM agreed to email that used for the national conferences that can be adapted.

BM
(Done)

Date