



scottish social services  
**learning network**  
tayforth

Unconfirmed PLQ (SS) Delivery Board Meeting

31<sup>st</sup> October 2007

Factory Skatepark, Dundee

**Present:**

Anne Tavendale – Tayforth Learning Network  
Avril McIvor – Forth Valley Social Services Learning Centre  
Jan Davidson – Adam Smith College  
Jean Brown - Oilean  
John Cran - Oilean  
Martin Murray – Adam Smith College  
Pat MacCowan – Dundee University  
Stuart Eno – Perth & Kinross Council

In attendance: - Lance Cosford (Minutes)

Apologies: - Gill Lappin – Perth & Kinross Council  
- Mike Martin – Open University

**Introductions:**

As part of introductions everyone was asked to talk for a few minutes about what excited them about the PLQ (SS) and what challenged them. Opportunities posed by the ‘newness’ and broad applicability of the qualifications seen as very positive. Common challenges being around developing a common, shared language (where we all mean the same thing); keeping the momentum going

**1. Confirm minutes from last meeting:**

Minutes confirmed and approved.

Action: Lance to post confirmed minutes onto the SSSLN Tayforth web page.

**2. Matters arising from previous minutes:**

Anne highlighted that she will slightly rewording point 3.3 of the minutes as it was pointed out that the term ‘handpicked’ may give the impression of not complying with equal opportunity policies. This was not the intention, but was based on another network’s experience of running a first programme for Stage 3 which had highlighted the importance of ensuring candidates were fully aware of the newness of the qualification and the

requirement for their employers to buy into the support required and participation in evaluation which was expected.

Action: Anne will reword the language on point 3.3 to comply with equal opportunities.

### **3. Review of outcomes from PLQ (SS) Stage 3 Event 26<sup>th</sup> September**

#### 3.1 Agree key outcomes from stakeholder feedback

Draft write up of the day had been circulated and was used as basis for agreeing key outcomes which this group will now take forward on behalf of Network members.

- Evaluations evidenced the positive feedback from the event in terms of helping colleagues to understand the current position and begin to consider next steps. However, it was also clear that there were still issues around funding, tutor/mentor responsibilities, standardisation and timings which were identified as key areas requiring further clarification. This group will be the key vehicle for taking these issues forward and clarifying.
- Post-it comments from the day overwhelmingly featured the possibility of the Network itself becoming an SQA centre to deliver the PLQ (SS). Anne briefly explained how the other 3 Networks handled this area, noting that each Network had taken a different approach: North – RGU delivering their own qualification for Aberdeen city and Aberdeen shire which has just been approved by SSSC and SQA; West network has become approved as an SQA Centre for delivery; Southeast are developing a collaborative approach with a LA Centre and College. Tayforth previous collaborative event resulted in Tayforth approach being agreed in the form of supporting 4 or 5 pilot centres to deliver to first candidates to ensure we deliver by Spring 2008. Recognition that SQA/SSSC approval of all of the pilot Centres could impact negatively on timescales for delivery, but also that the Network becoming a registered SQA centre and seeking approval would be even more disadvantageous in relation to time constraints. Solution in the short term to ensure delivery by spring 2008 would be to agree a lead SQA centre to enable work to progress and enable other centres who are not part of the pilots but may be considering future approval to plan their approach.
- Jan noted that the Network could still be the main centre for collating information and quality assuring, regardless of its status. Anne reminded the group that the role of the Network is to support those delivering the qualifications.

Action: Anne will email Eleanor Ramsay for clarification on the SQA's view of role of a lead centre.  
Anne will contact John Yellowlees regarding his thoughts on the Network becoming a lead centre.

#### 3.2 Plan next steps

The group debated options for role of lead centre and what it would mean to be a lead centre. The group now needs to explore the potential benefits of the Network becoming a centre in the future, this will, in part, depend on the outcomes from the current discussion with the Scottish government around future role of the Networks.

It was suggested that the group hold a development day and invite the pilot centres to look in more detail at issues around 1 lead centre being appointed in the short term. Stuart also reminded the group that Service Users should also be involved in the day. Jan advised she will pursue an existing link which Adam Smith use.

Action: - Anne to clarify Angus and Forth Valley involvement as pilot centres.  
- Lance will send out dates for the development day in late November, early December.  
- Lance will distribute report to everyone who attended on the 26<sup>th</sup> September and post on the website and Anne will write up separate note of outcomes.

- Stuart and Jan will speak to their respective user groups in order to encourage Service User involvement.

#### **4. Tayforth coordinator/manager 'post' for PLQ (SS)**

Group considered out the role specification and proposed advert which Anne had drafted .

She noted that other Networks have had reasonably healthy interest in commissioned work and secondment opportunities. This post could also be split between two people on a part time basis. Anne highlighted the importance of encouraging existing Network partners to consider this opportunity along with wider circulation through our database and ebulletins.

Although the detail of duties needs to be further refined, clarified that this role would be for all 4 stages of the qualifications over the next 2 years as the qualifications become embedded as specialist social service worker awards. Key element of this role will be to focus on the involvement of service users and carers both in accessing these qualifications and contributing to delivery and planning. Network funding from core budget and Changing Lives project top involve service users and carers to be used to support this work.

Pat raised issue of access and cost in relation to the voluntary and independent sector candidates. Group agreed that there was a need to ensure any 'selection criteria' for accepting prospective candidates into first pilots reflected the shape of the Tayforth workforce given that the Network is supporting the cots of the first programmes. Network Business plan has committed to supporting at least 30 candidates for first programmes

Action: Anne will amend the job specification as per agreed revisions.

Anne will initially look at expressions of interest in undertaking this role and will identify if existing. PLQ (SS) Board members have expressed an interest. Thereafter, the group will consider expressions and will agree next steps.

Lance will add voluntary sector issues to the next agenda of this group given concerns aired about potential access and cost.

#### **5. Stage 4 Update**

Pat will update fully on this following the next meeting of the Stage 4 development group.

Action: Pat to provide full update for next Board meeting

#### **6. PLQ (SS) Spend Update**

The group did not have time to discuss this in detail. Spend to date covers collaborative events and commissioned work by pilot centres.

Action: AT to continue to monitor

#### **Next meeting**

Lance will send out some appropriate dates for the next meeting.

Draft