

# AAG

## Minutes of Meeting

Date	01/10/2020
Time	10:00am-12:00pm
Location	Skype Call
Present	Ruth Jennings – Sainsbury’s Bank (Chair), George Brown – SQA Accreditation (Vice-Chair), Scott Baker - BT, Dr Alison Eales – Quality Assurance Agency for Scotland, Tommy Breslin – STUC, Victoria Roberts – Scottish Government, Jennifer Tempany – Colleges Scotland, Elizabeth McGuire – Education Scotland, Julia Stevenson - Scottish Water, Sheila Dunn – The SCQF Partnership, Michelle Gibson - SDS, Gordon Wishart – SDS

		Action
1.	<b>Apologies &amp; Guests</b>	
	Apologies: Joan MacKay – Education Scotland, Stuart McKenna - STF, Alison Bucknell – FISSS, Bethany Welsh – Balfour Beatty	
2.	<b>Welcome</b>	
	RJ welcomed all to the meeting, and thanked GB for chairing September’s session in her absence.	
3.	<b>Minutes of Last Meeting</b>	
	The minutes of the last meeting were read & approved.	
4.	<b>Framework Reviews</b>	
	<b>Radiation Monitoring at SCQF Level 5;</b> <ul style="list-style-type: none"> <li>AAG Members discussed the resubmitted framework and proposal.</li> <li>Members found the consultation to be stronger in the resubmission and were content with the responses</li> </ul>	

	<ul style="list-style-type: none"> <li>The framework contains an Optional outcome that is still to be provided to the Group and has 2 different names within the documentation; Level 2 Certificate in Health Physics Monitoring in the Nuclear Industry and Nuclear Health Physics Monitoring in the Nuclear Industry. This needs to be amended to the correct title and the qualification must be supplied to AAG.</li> <li>As the qualification is not yet accredited, this can only be approved in principle.</li> </ul> <p><b>*Action – GW to inform developer of AAG decision and feedback and obtain amended documentation for electronic approval IN PRINCIPLE to the qualification being accredited.</b></p> <p><b>Gas Engineering at SCQF Level 6</b></p> <ul style="list-style-type: none"> <li>AAG Members discussed this framework for review.</li> <li>It was noted that AAG Sub Group had previously advised that the duration of the MA Framework be amended to 36 months, in line with information from SDS Commissioning Team looking at the average time candidates took to complete. AAG Members agreed with this guidance.</li> <li>Consultation was noted as small, there is a need to investigate whether there is rationale for this.</li> <li>More clarity is required on action being taken to improve workforce diversity.</li> <li>The Award in Customer Service only links to one A/B, this must be changed as to not show bias.</li> <li>There was an issue with the Confined Spaces Qualification which needs cleared up.</li> </ul> <p><b>*Action – GW to inform developer of AAG decision and feedback and obtain amended documentation for electronic approval.</b></p>	<p>GW</p> <p>GW</p>
<b>5.</b>	<b>Communications to Stakeholders</b>	
	<p>MG presented a piece of work SDS had completed in conjunction with information provided by SQA Accreditation. It detailed qualifications which had been reaccredited, removed, lapsing etc within MA Frameworks.</p> <p>The Group agreed that this would be useful to have monthly as a means of communicating these issues to stakeholders.</p> <p>GW will have a conversation with SDS Comms regarding the best way to disseminate this information going forward.</p>	
<b>6.</b>	<b>AOB</b>	
	<p><b>Core Skills Certification Issue;</b></p> <p>With Modern Apprenticeships no audit of Core Skills Mappings take place, meaning Core Skills are unable to be certificated when embedded within qualifications.</p> <p>There is a cost to Training Providers when separately certificating Core Skills, but it was noted that there can be a greater cost to the candidate of not having them.</p>	

	<p>The issue was raised that in the current climate of Covid-19, that it is important for the candidate to be certificated for Core Skills wherever possible to enable them to progress in the Labour Market. There was a suggestion to take forward a plan for a Pilot Year separately certificating all Core Skills to SAAB.</p> <p>Members agreed there was a need to discuss this further with members of AAG absent from today's meeting.</p> <p><b>Future 'To-Do' List for AAG</b></p> <p>Members discussed that there will not be many frameworks coming for review within the next few months, but it is vital to keep meeting monthly and address issues which will best utilise the AAG Resource.</p> <p>Future agenda items to cover are Fair Work, Metaskills, BSI Update and Documentation.</p>	
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