

## Consortium Board: Notes of Meeting

**Date:** 14th May 2015 (1145-11315) **Venue:** ASCL, Leicester

**Present:** Dr Barrie Hopson (Chair of Board), Sue Barr (CDI: careers educator), Jan Ellis (CDI: careers adviser), Rachel Lister (HELOA succeeding Nathalie Mortimer), Stella Turner (AELP) and Paul Chubb (QiCS Director and Organising Secretary for the Consortium Board: *notes refer to PAC in actions*).

**Apologies:** David Andrews (CEIAG Consultant), Duncan Baldwin/Karleen Dowden (ASCL), Sion Humphreys/Louis Coiffait (NAHT), and Virginia Isaac (Careers England Quality Task Group). {*Joy Mercer (AoC) has now retired and AoC is nominating her successor to take up its place on the Board; PAC is now in contact with AoC on this*}

\*\*\*\*\*

### NOTES OF MEETING

**1/15 Welcomes & Introductory notes:** Barrie Hopson thanked ASCL for providing the venue (*asking PAC to write saying thanks: done*) and opened the meeting. He warmly welcomed Rachel and Stella to their first meetings.

#### **2/15 Notes of the Previous Meeting (4.11.14)**

The Board formally accepted the notes of the November 2014 meeting. The matters arising were:

- 9/14 (15/13): Sue Barr confirmed that the national EBP network wished to nominate a potential replacement for Angela Wright; SB advised that the Manager of Ealing & Hillingdon EBP, Jamela Kahn, was ready to serve. The Board approved the invitation to Jamela. [*Action: SB to advise JK /PAC to confirm the invitation formally*]
- 9/14 (3/14): Following Heather Miller having moved on within DBIS, JE offered to keep PAC aware of new contact leads {*Action: JE/PAC*}
- 10/14i: The Board noted that PAC had responded on behalf of the Consortium Board to the recent Ofsted consultation on '**better inspections for all**' offering to assist inspectors to recognise what good CEG looks like. The Board also noted that PAC had again recently written to Ofsted about inspectors' reported references to certain CEIAG QAs (this had been acknowledged, but not yet responded to in detail) {*Action: PAC to maintain a close eye on this and report further as and when; JE to advise PAC of CDI's recent contact lead within Ofsted*}
- 10/14ii: The Board welcomed news that following the last meeting PAC had been in regular contact with Liz Reece (independent Careers Adviser and CE

Affiliate) who confirmed that she had been able to comment directly on the value of CEIAG QAs/QiCS in her contacts with the Independent Schools Inspectorate: LR had advised PAC that this had been well received. *{Action: PAC to maintain contact with LR}*

- 10/14iii: The Board noted that it would be crucial to maintain links in the new Parliament once more with the House of Commons Education Select Committee. *{Action: PAC to seek to continue links via certain MPs appointed to the SC}*
- 10/14iv: The Board noted that Professor Tristram Hooley at ICEGS/University of Derby had kindly hosted the QiCS/CEIAG QA provider mini conference in February 2015. At that event the Sutton Trust independent research into the benefits of schools achieving a CEIAG Quality Award and student achievement/positive progression had featured highly, alongside PAC presenting the Consortium Board's updated Guide to the Standard and the revised NVCs.

### **3/15 POLICY CONTEXT**

- The Board considered a report from Paul on the policy context. This included receiving a copy of extracts from the welcomed March 2015 revised Statutory Guidance from DfE, the CE Policy Commentary on this by Professor Tristram Hooley, and notes on policy proposals by Labour & the LDs prior to the 7.5.15 General Election (the latter now rendered pro-tem of little/no direct matter).
- The Board noted the establishment of the Careers & Enterprise Company by HMG and affirmed its hope that the company would address both 'careers' and 'enterprise' (not one at the expense of the other). JE offered to keep PAC aware of key developments. SB voiced concerns that NCS contractors and the new company should be working in concert (the Board agreed). *{Action: JE}*
- JE advised the Board that the recent survey of CEG in schools by CDI/CE would be published in June, and she would alert PAC to its publications so that he could circulate to the Board *{Action: JE/PAC}*
- The Board resolved that its primary efforts on the national policy scene should continue to promote its 3 pronged approach to quality assurance as now recommended by DfE. *{Action: PAC}*
- The Board resolved that PAC should update the national (with regional breakdown if possible) numbers of learning providers which have achieved & those which are working towards one of the 12 CEIAG QAs. *{Action: PAC}*

### **4/15 QiCS BUDGETARY MATTERS**

- (i) The Board received a further paper from Paul and the honorary treasurer for QiCS matters (Steve Nicholson, CE Treasurer) setting out the latest management accounts to 31.3.2015 (the year-end).

- (ii) The Board welcomed that the Consortium's accounts were viable (with no reliance upon any party, other than the current pro bono use of the CE website for QiCS matters and access to the CE Treasurer).
- (iii) The Board welcomed that this state of affairs should be assured by the decisions already made (but re-noted for ease in reviewing the future) that future financing for these NVPs/NRPs/CQIRs would involve the following:
- NV Panels in 2015 remain at a fee of £1500 payable by the CEIAG QA provider
  - All NV Panels and Revalidation Panels from 1.1.2016 are to be set at a fee of £2000 payable by the CEIAG QA provider
  - CQIRs will continue to be set at a fee of £250 p.a. payable by the CEIAG QA provider
  - NV Panel Adviser day rates will remain at £380 per day plus approved expenses for NV Panels/Revalidation Panels and a fixed fee of £100 per CQIR
  - QiCS Director fees are set at £200 per NV Panel/Revalidation Panel plus approved expenses and a fixed fee of £50 per CQIR
  - Expenses will continue to be offered to Board members for Boards/Panels where no other source of meeting costs is available (the Board reiterated its thanks to members' organisations for bearing such costs so readily).
- (iv) The Board reiterated its thanks to Steve Nicholson and PAC for the (pro bono) careful management of the QiCS accounts; and formally approved the accounts.

## **5/15 PROPOSALS FOR FUTURE NATIONAL VALIDATION PANELS & CQIRs**

- (i) The Board received a further detailed paper from Paul on the forthcoming NVPs and CQIRs. The Chairman thanked Paul for the detailed chart showing the years 2015/16/17 & 2018.
- (ii) The Board resolved that all NVPs must continue to comprise 3 Members, made up as follows:
- One member from the Learning Provider Associations: that is one from either AoC, AELP, ASCL, or NAHT {but also see (iv) below}
  - One member from the Careers Professionals: that is one from either of the 2 CDI nominees, Careers England, or David Andrews
  - PAC to act as Chair of each NVP
    - plus the nominated NVP Adviser

(iv) The Board resolved that RL would be added to the list of potential NVP members since HELOA would be viewed as part of the Learning Provider associations on the Board (AELP/AoC/ASCL/HELOA/NAHT).

(v) RL & ST would be involved as soon as possible in NVPs (the 10<sup>th</sup> NVP is due in June/July as was advised by PAC, and the Panel would hopefully be SB/ST/PAC with NVP Adviser being Anthony Barnes). JE would also become involved in NVPs in 2015 (the plan would see JE involved in either 11<sup>th</sup> or 12<sup>th</sup> NVP, and RL involved in one of these also – but not both at the same NVP, rather both to serve on one with an experienced colleague alongside PAC).

(iii) The Board resolved looking forward to the revalidation NVPs due in 2016 (6 are due) that the TIMINGS for these would be set within a window of 8 weeks around the 3<sup>rd</sup> year anniversary of the initial national validation. In practice this would mean as an example:

- *If the 3<sup>rd</sup> year anniversary falls on 4<sup>th</sup> March 2016, then the revalidation may take place as early as 4<sup>th</sup> February 2016, but must be completed at the latest by 4<sup>th</sup> April 2016.*

- This would make for less onerous timetabling in a tight schedule.

(iv) The Board resolved that PAC would write to CEIAG QA providers advising of this; and would update the QiCS Guide to this effect {Action: PAC}

## **6/15 REVIEW OF DECISIONS TAKEN AND CONFIRMING THE DATE OF THE NEXT MEETING**

Barrie and Paul reviewed decisions taken throughout this 9th meeting of the Board, which the full CB confirmed and are now duly noted in these notes.

Noting that the Board had previously resolved to plan now for only two Board meetings per annum, other than by exception, and that these would be in the Spring and the Autumn, the Board reaffirmed that:

**The next meeting will be held at the ASCL Offices, Leicester**

**from 1145-1315 on 3<sup>rd</sup> November 2015;**

**and resolved that at that meeting**

**the dates for 2016's two meetings would be set.**

Meeting closed.

Notes prepared by Paul A. Chubb, 16th May 2014

\*\*\*\*\*