



Consortium Board: Notes of Meeting

Date: 14th May 2013 (1145-1315) **Venue:** ASCL Offices, Leicester

Present: Dr Barrie Hopson (Chair of Board), David Andrews (CEIAG Consultant), Duncan Baldwin (ASCL), Sue Barr (CDI see also note below), Vince Barrett (formerly ACEG see also note below), Sion Humphreys (NAHT), Virginia Isaac (Careers England Quality Task Group) and Paul Chubb (QiCS Project Leader and Organising Secretary for the CB).

Apologies: David Milton (formerly ICG see also note below), Graham Hoyle (AELP: see also note below) and Joy Mercer (AoC).

NOTES OF MEETING

8/13 Welcomes & Introductory notes: Barrie Hopson thanked ASCL for hosting once more and opened the meeting.

BH advised that membership of the CB was in the process of changes: Virginia Isaac was attending as the new nominee from the Careers England Quality Task Group; Graham Hoyle was resigning from the CB on his retirement from AELP to be replaced on the CB by Chris Jeffery, who would have joined us today but for a prior engagement); Vince Barrett and David Milton would be resigning from the CB today with the launch of the CDI replacing ACEG/ICG and the two other professional bodies; the CDI had confirmed Sue Barr as its 'careers educator' constituency nominee, and would be confirming its second nominee, from the 'careers adviser' constituency very shortly (subject to the nominee having no direct link to a CEIAG Quality Award). The Board welcomed the new nominees and recorded its thanks to those colleagues leaving the Board for their time on the QiCS project.

9/13 Notes of the Previous Meeting (22/2/13)

The Board formally accepted the notes of previous meeting. The following matters arising were:

- 3/13: The Board welcomed the positive response from the Chair of the House of Commons Education Select Committee to its letter supporting the

recommendations of the Committee to require enhanced accountability and robust quality assurance as schools (and, from September 2013, colleges) discharged their statutory duty to secure access for young people to independent careers guidance.

- 3/13: DB and SH agreed to work with PAC on a joint statement/article which might appear in ASCL/NAHT communications re: QiCS and the context in which it sits.
- 6/13: The Board agreed that PAC should seek to involve a further experienced CEIAG professional in the National Validation Team and authorised PAC to approach a named individual.

10/13 CONSTITUTION

The Board considered a report from Paul on proposals to amend the Constitution taking account of the issues arising from the formation of the CDI.

Since a two-thirds majority of the CB was required for such changes (clause 7 in the Constitution refers), the Chairman reported that votes received from colleagues not able to attend were to be recorded as: AELP in favour, CDI second nominee (vote confirmed by the CDI President) in favour, AoC no vote.

The Chairman put the proposed changes to clause 5.1 (and the minor update changes to 5.4 and 6.2) to the vote, and these were unanimously approved by those present (hence with the votes also received as noted above) the required majority was achieved. The Chairman advised that PAC would now action the amendments, attach the revised Constitution to these notes, and post the revised Constitution on the QiCS section of the CE website.

11/13 MEMBERSHIP OF THE BOARD

The Board received a further paper from Paul on matters concerning potential substitute/second nominees from the four Learning Provider associations (AELP, AoC, ASCL, and NAHT) and potential Additional Members.

The replacement nominee from AELP was welcomed, and the Board noted that it was unlikely that AoC/NAHT might at this stage make a second/substitute nominee (clause 5.9 in the Constitution refers); but ASCL had identified a proposed nominee who PAC would now be in touch with and brief re potentially being available to serve on a national validation panel (this being the issue that a second/substitute nominee might be most helpful with). At this point the Chairman paid particular thanks to SH for serving on the majority of NVPs to date - which in the circumstances had made possible the correct balance of representation on NVPs.

The Board then considered the opportunity to add expertise from a different perspective to the Board, as provided for under clause 5.2, and the Board resolved

that inviting named individuals in this way was preferable to the alternative of seeking to amend clause 5.1 further. Hence, the Board agreed that bringing to the table a view informed by the employment world should be the priority; and resolved to invite Angela Wright, Chair of the Education Business Partnership Network to join the Board in a personal capacity (action: PAC). The Board also authorised PAC to confirm the invitation to Nick Chambers, Director of the Education and Employers Task Force; and agreed that DB and PAC would make an approach to the CBI.

The Board also discussed the benefits which might accrue if the CB established a closer link in some way with Higher Education; DA, SB and VI agreed to make informal soundings with named HE contacts, and to advise PAC of responses - no formal approach to be made, however, at this time; rather, this to be discussed further at the next CB meeting.

12/13 POLICY CONTEXT and PROGRESS

The Board received a further detailed report from Paul on the policy context in which QiCS operates. This report included appendices providing Careers England Policy Commentary 20 on the disappointing response from HMG to the Education Select Committee report, and CE's press notice "Government Response Is A Cause For Concern: Good Intentions Are Not Enough".

These appendices informed the Board's discussions which led the CB to reaffirm its absolute commitment to continue to argue the case for **enhanced accountability and quality assurance** as schools and colleges discharge their statutory duties to secure access to independent careers guidance for their pupils and students.

The Board would look closely, therefore, at the forthcoming first annual report from the National Careers Council to the Minister (due 5-6-13) and the Ofsted thematic survey report due in the summer.

13/13 QiCS National Validation

The Board considered a further detailed report from Paul setting out progress with National Validation matters. The Board welcomed confirmation that the number of panels already convened (5) was soon to be added to by a 6th.

The Board also noted that 2 further CEIAG Quality Awards had prepaid for their NVPs to be held during 2013/4, and that a further Award had just advised PAC that it would be submitting its application in the summer.

The Board invited PAC to contact the remaining 3 Awards which, although 'committed to and working towards' QiCS national validation, had not yet advised of the likely timetable. PAC was authorised to do so, without any pressure upon any Award, simply to gauge progress and likely timetable.

The Board welcomed news that Careers England was working with Westminster Briefing to organise a major CEG Conference in London in October. The Board agreed that this would offer the national high profile opportunity for QiCS presentations to those Quality Awards which had achieved national validation. It was agreed that BH would attend and (hopefully with Dame Ruth Silver) would be involved in these presentations - noting that the Minister, Matthew Hancock was also being invited.

The Board received an oral update from PAC on the accounts for the project to date, noting that the level of revenues from NVPs was only just covering costs by the smallest of margins leaving no scope for any development work on reviewing and revising the Standard to be funded. As such, the Board discussed the need to ensure that annual quality improvement reviews could take place (by telephone, not necessarily face to face) with holders of the Standard; and the Board reviewed the need to put in place a requirement that Quality Award providers holding the Standard should advise PAC of any "material change" to ownership/control of their Award during the lifespan of national validation (each 3 year period). The Board authorised PAC to include discussion of these matters (and how they might be funded) in his summer review with all parties/stakeholders of the first round of 6 NVPs and to report further on this at the next Board.

The Board noted that formal accounts would come to the next meeting.

- The Chairman thanked all who had served on NVPs to date and PAC for his project leadership. He also expressed thanks to CE for the services (at no cost) of its treasurer in handling all QiCS accounting matters as well as providing the QiCS web presence on the CE website. He concluded, and the Board fully concurred, that to date progress with embedding QiCS as a keystone in the fabric of England's CEIAG world was "outstanding".

14/13 Review of Decisions taken and setting the dates of next meetings

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

The Board confirmed **ASCL Offices, Leicester as the venue for the next meeting at 1145-1315 on 30th September.**

Meeting closed.

Notes prepared by Paul A. Chubb, 16th May 2013
