

Consortium Board: Notes of Meeting

Date: 12th June 2012 1400-1600 **Venue:** LSIS Offices, Savoy Street, The Strand, London

Present: Dame Ruth Silver (Chair of Board), David Andrews (CEIAG Consultant), Duncan Baldwin (ASCL), Sue Barr (CPA), Vince Barrett (ACEG), Sion Humphreys (NAHT), David Milton (ICG), Claire Nix (Careers England) and Paul Chubb (Project Leader and Organising Secretary for the CB).

Apologies: Graham Hoyle (AELP) and Joy Mercer (AoC).

Pre-meeting: The Board was pleased to welcome Karen Adriaanse HMI, National Adviser for careers guidance and employability with OFSTED to a pre-meeting. Karen clarified her role and the role of OFSTED in respect of careers guidance – these brief notes summarise key points for the Consortium and QiCS:

- She stressed that OFSTED used the term ‘careers guidance’ (CG) to cover CEIAG;
- She advised that the Thematic Survey of Schools and CG would take place in the spring of 2013, to be published in July 2013. She said she was still gathering information to enable her to prepare the scope and methodology of the Survey. She welcomed today as part of that process, and the meeting she was pleased to be having with 6 of the CEIAG Quality Award providers committed to work towards QiCS which she and Paul Chubb had arranged for 19th June.
- She expected that the scope of the Survey would be made public in November, 2012.
- She advised that the team of Inspectors for the Survey was already selected, all with solid schools experience.
- Most importance, she said, would be given in the Survey to the views of young people themselves (not simply groups selected by schools, but those ‘randomly’ engaged with by Inspectors). Views from Parents would be sought too.
- In the Survey, she stressed that OFSTED would take full account of the context/location of a school, the breadth of the curriculum as it prepares young people for transition and the destinations of students. She would seek to ensure that Local Authority duties for LDD, targeted and vulnerable students were covered too.

- She said OFSTED would constantly be concerned about evidence of students dropping out of post-16 learning, becoming unemployed/NEET and actions schools need to take to reduce these.
- She concluded by stressing that OFSTED would not regulate the new duty on schools to secure independent careers guidance, the role of OFSTED she stressed is to inspect schools not regulate statutory duty. She advised that she was feeding back to DfE that there is concern (from today and other meetings she has had) that because OFSTED is not a regulator, ‘who will regulate the new duty, and how?’ – this is a matter for us to pursue with DfE too.

After Karen’s input and the ensuing Q&A which these notes cover in brief, Dame Ruth thanked Karen for meeting with the Board. Karen then left the meeting.

NOTES OF THE FORMAL MEETING

{consecutive numbering used; hence these notes begin as 8/12}

8/12 Welcomes & Introductions

Dame Ruth welcomed all to the second meeting, and invited all to introduce themselves. She welcomed two new members onto the Board: Sue Barr replacing Ruth Spellman (CPA) and Sion Humphreys replacing Lesley Gannon (NAHT)

9/12 Notes of the Previous Meeting (26.1.12)

The Board formally accepted the Notes of the previous meeting, noting the fact that OFSTED will **not** be specifically looking at “how schools are discharging their new duty” (Note 7/12 referred) but would be inspecting schools’ approaches to CG through the Thematic Survey (as noted above from the pre-meeting, regulation of statutory duty is not OFSTED’s function).

10/12 The Contract with (and funding from) DBIS

The Board considered a detailed report from Paul on progress with the 14 targets/outcomes required in the project contract with DBIS for QiCS.

The Board noted with pleasure that all bar three of the 14 had been met – the 3 further matters (the national validation materials, the national validation team, and the proposed joint statement with emqc and the CPA) would be considered on this agenda (see Notes 11/12 and 12/12 below).

The Board authorised Paul to submit a formal report to DBIS by 29.6.12 on performance and by 29.7.12 to submit accounts for the project (copies of both to come to the full Board).

11/12 QiCS National Validation

Paul presented a detailed report setting out the full set of proposed materials and processes for National Validation applications, panels, decisions, reports and potential appeals.

The Board approved all of the proposals, and authorised Paul to launch these materials at the Workshop on 26th June for the CEIAG Quality Award providers committed to work towards QiCS. The Board also authorised Paul thereafter to make these materials available publicly on the Careers England website pages dedicated to QiCS.

In doing so, the Board agreed to the proposed roles of the “national validation team”, whose details would also be made publicly available on the website pages.

The Board also resolved that a briefing workshop event would be held for all members of the Board to enable them to prepare for their roles as National Validation panel members. The projected date would be 26th September (1030-1300) to precede the next Board meeting (hopefully taking place in London, venue tbc).

The Board also resolved that ‘learning outcomes’ from the first Panel (potentially expected in the autumn) should be shared with all members of the Board.

12/12 Proposed Joint Statement

The Board considered the update on the proposed joint statement (for the benefit of schools and colleges) by the Consortium with emqc (the **matrix** Standard) and the CPA on quality matters concerning CEIAG in schools and colleges.

In doing so it quickly became clear that there remained more consultations to be undertaken with and by all three parties. The Board resolved that Sue Barr and Paul should continue to seek to progress this with emqc (and several members of the Board offered suggestions to improve the early draft).

The Board resolved that once a proposed joint statement was ready for consideration by the Board, it would be circulated electronically by Paul to all for comment and approval.

It was further agreed that only once all three parties were agreed would any statement be made public (noting that Dame Ruth would personally wish to write to DBIS with the final proposed joint statement). Once fully approved the joint statement would be published on the Careers England website QiCS pages.

13/12 Review of Decisions taken and setting the dates of next meetings

Dame Ruth reviewed decisions taken throughout this second meeting, now duly recorded in these Notes. The Board noted that it had already resolved to set four meetings per annum as the 'norm'.

Hence the two further meetings for 2012 were reaffirmed as:

- **SEPTEMBER 26th, 1400-1600** [venue tbc in London, preceded by the workshop on national validation panel roles, see Note 11/12 above]
- **DECEMBER 12th, 1400-1600** [venue tbc in London]

Meeting closed.

Notes prepared by Paul A. Chubb, 18th June 2012