

**Teachers' Working Longer Review – Meeting of the Steering Group**  
**10 March 2015**

**Minutes**

**Attendees**

**DfE** – Stephen Baker (Chair), Jeff Rogerson, and Ian Taylor

**Steering Group members** – Andrew Morris (NUT), David Binnie (ASCL), Valentine Mulholland (NAHT), Dave Wilkinson (NASUWT), Jen Allan (United Learning), Dilwyn Roberts-Young (UCAC). Janine Brooks (ISC), Ian Toone (Voice), Adrian Prandle (ATL), Anita Jermyn (LGA), Graham Baird (SFCA)

**Apologies**

Helen Kemplay, Michelle Thompson-Smith and Leila Allsopp (DfE), Jackie Wood (LGA), Joan Binder (FASNA), Jonathan Lloyd (WLGA), Pat Moran (Welsh Government), Gillian Allcroft (NGA)

Notes from meeting		Action By	Action Deadline
<b>1. Welcome and introductions</b>			
Stephen Baker (SB) welcomed the group.	Information		
<b>2. Minutes of the meeting of 20 January</b>			
SB gave an update on actions from the previous meeting:- <ul style="list-style-type: none"> <li>• DfE will continue to circulate relevant documents for comment throughout the REA contract process. Covered further in agenda item 4.</li> <li>• Sub groups each nominated a member to represent them at the REA contract interviews. These were Anita Jermyn for employment practice and Suzanne Beckley for evidence of impact.</li> <li>• Steering group members forwarded details of other organisations to contact in stage 1 of the call for evidence. Covered further in agenda item 5.</li> <li>• Steering group members provided notes on the discussion on priorities and issues and a collated note has been produced. Covered further in agenda item 6.</li> <li>• Following requests at the last meeting, an updated copy of the meeting schedule was issued to steering group members and the proposed date of the next sub-group meetings was moved.</li> </ul>	Information		
The Steering Group agreed the minutes as a	Action	DfE	March

<p>true record and SB advised that these would be published on the group's page on gov.uk.</p>			
<p><b>3. Update on sub-group meetings held on 27 January</b></p>			
<p>Jeff Rogerson (JR) briefly updated the group on discussions at the two sub-group meetings on 27 January. The main points were:-</p> <ul style="list-style-type: none"> <li>• Valentine Mulholland elected as chair for employment practice sub-group.</li> <li>• Both meetings followed very similar agendas to the last steering group meeting.</li> <li>• Both included updates on REA contracts and call for evidence.</li> <li>• Both included interesting discussions on priorities and issues, the key points of which have been included in the document circulated for agenda item 6 of this meeting.</li> <li>• As mentioned earlier, a member from each sub-group was nominated to represent them on the REA interview panels.</li> <li>• Agreed to cancel the February meetings in line with the steering group.</li> </ul>	Information		
<p><b>4. Update on research contracts and progress</b></p>			
<p>Ian Taylor (IT) provided an update on progress.</p> <ul style="list-style-type: none"> <li>• He explained that ICF Consulting Services Ltd has been awarded the contract to undertake the rapid evidence assessment (REA) on the impact of working longer and the Institute of Employment Studies (IES) has gained the contract for the REA on employment practices.</li> <li>• IT also confirmed that both companies had demonstrated that they were well qualified and placed to undertake the REAs and that the contracts with both had now been signed.</li> <li>• He added that an initial project meeting had been held with ICF and that a similar meeting was being held with IES this afternoon.</li> <li>• Group members were invited to provide suggestions on the search terms discussed with both research groups.</li> </ul>	Information		
	Action	Group Members	Within 2 weeks.



<p>other or different outcomes. SB explained it could be either and that the aim of these discussions was to support the process of arriving at recommendations that the whole group could agree and which were based on firm evidence. The discussions provided snapshots of stakeholders' views at different points of the process, but the research process would provide the evidence base for the Review.</p>			
<b>7. Future meeting</b>			
<p>SB explained that the Department did not propose to hold any review meetings during the election purdah period. In line with that, and in light of agreement that there would not be a great deal of new material to cover at the next sub group meetings, it was agreed to cancel the meetings planned for the remainder of March and in April. JR agreed that DfE would email members (plus sub-group members) to confirm this and canvas for meeting dates for May, June and July.</p>	Action	DfE	DfE to send email before the end of March
<b>8. AOB</b>			
<p>It was suggested that it would be helpful if a revised consolidated timetable could be issued, incorporating the timetables agreed with researchers and the overall plans for the review. SB agreed that DfE would do this.</p>	Action	DfE	DfE to send email before the end of March
<b>9. Review and close</b>			
<p>SB summarised discussions and thanked everyone for attending.</p>	Information		