

4.Update on research bid including next steps			
<p>Ian Taylor (IT) advised the group of the progress made so far on the research bid, including explaining the criteria that will be used for scoring throughout the process.</p> <p>IT then set out the process going forward. Key points included:</p> <ul style="list-style-type: none"> • Tender documents will be reviewed by the DfE against the criteria and successful applicants invited to interview. • Interviews will take place in February, 10th for Evidence of Impact and 12th for Employment Practice. • Interim reports from the REAs are expected in May, and final reports in August. <p>IT suggested that it would be helpful for a group member to be on each of the interview panels. The sub-group agreed that each of the sub-groups should select one of their members to participate in the interviews for their REA.</p>	Information		
5. Nomination of member to participate in the Evidence of Impact REA contract interview panel			
<p>HK invited sub-group members to volunteer to be considered, advising that the interviews will be held between 10.30 and 16.30 on 12 February in Sanctuary Buildings.</p> <p>Anita Jermyn (AJ) volunteered and the group agreed that she should represent them at interviews on 12th February.</p>	Information		
6. Call for evidence, update on proposed approach			
<p>HK presented a paper on the proposed approach to the call for evidence.</p> <p>It had originally been proposed to run this from early February to May, however, this will no longer be possible due to purdah restraints. A two stage approach is now proposed, with stage 1 for selected contacts including group members, from February to March, focussing on identifying published research and studies currently underway; and stage 2 being a wider call for evidence designed with input from group members after the election.</p> <p>The group discussed the approach and the design of the call for evidence, including:</p> <ul style="list-style-type: none"> • whether group members would prefer to gather evidence independently or as a group; • any extra organisations that should be involved in stage 1; and • clarification of what stage 1 would include. 	Information		

<p>They, however, agreed the overall approach.</p> <p>HK asked group members to provide suggestions to DfE for organisations outside of the steering group who should be included in stage 1.</p>	Action	Group Members	Complete
7. Group brainstorm on key issues/priorities			
<p>HK introduced the paper on key issues and priorities, to start the group thinking in more detail about the review objectives and the detail that they expect to emerge within/behind each objective. JR advised on the ideas that came out of the ill health study.</p> <p>This focus will enable the group to sense check REA results as they emerge and assist when commissioning original research.</p> <p>HK split the sub-group into two groups for discussions, who then fed key parts of their discussion back to the main group.</p> <p>One member from each group was asked to provide full feedback to the Working Longer Review mailbox, which will then be collated and circulated.</p>	Information		
	Action	DfE	Complete
8. AOB			
None	Information		
9. Review of meeting including any action points			
HK summarised today's discussion including action points agreed.	Information		
10. Next meeting – 24 February – Sanctuary Buildings			
<p>HK asked for the group's opinions on whether the February meeting should go ahead considering that the Steering Group and Evidence of impact sub-group meetings arranged for February have been cancelled and it is likely that there will be little progress to discuss in 3 weeks.</p> <p>The group agreed to cancelling the meeting and that the next sub-group meeting should be held on 23 March but that this should also be reviewed closer to the time.</p>	Information		
	Action	DfE	March