

Teachers Working Longer Review – Meeting of the Steering Group
20 October 2015

Minutes

Attendees

DfE – Stephen Baker (Chair), Jeff Rogerson, Michelle Thompson-Smith and Ian Taylor.

Steering Group members – Andrew Morris (NUT), David Binnie (ASCL), Valentine Mulholland (NAHT), Dave Wilkinson (NASUWT), Deborah Simpson (Voice), Anita Jermyn (LGA), Rani Kaur (NGA), Donna Saby(GDST), Dilwyn Roberts-Young (UCAC), Graham Baird (SFCA) and Mandy Coalter (United Learning).

Apologies

Adrian Prandle (ATL), Pat Moran (Welsh Government), Joan Binder (FASNA) and Jonathan Lloyd (WLGA).

Notes from meeting		Action By	Action Deadline
1. Welcome and introductions			
Stephen Baker (SB) welcomed the group.	Information		
2. Minutes of the meeting of 18 August and update on action points			
The Steering Group agreed the minutes as a true record and SB advised that DfE would publish the minutes on the group's page on gov.uk. SB gave an update on the actions from the previous meeting:-	Action	DfE	30 October
<ul style="list-style-type: none"> • DfE made amendments to the minutes of the 21 July meeting, as discussed on 18 August, and published them on gov.uk; • DfE have had further discussions with ACAS and approached CIPD in relation to HR expertise for the review. This will be discussed further under agenda item 4; • DfE drafted and circulated for comment a revised stage 2 call for evidence document, following discussions on 18 August. Group members provided further comments and final clearance by email; and • DfE circulated a “mock up” of how the stage 2 call for evidence document would look on Smart survey. 	Information		
Group members have asked that DfE further look into whether more information can be included on the group page on gov.uk.	Action	DfE	By next meeting

<p>guidance;</p> <ul style="list-style-type: none"> • Ahead of this meeting DfE will undertake additional work on the call for evidence responses. This work will include splitting out which suggestions could apply to all teachers and which are older teacher specific. • DfE will also investigate what other work is being undertaken within the wider department to ensure that anything commissioned by the review does not duplicate this and that this work can, where possible, feed into the review; and • DfE will share all evidence received from group members as part of the stage 2 call for evidence with the rest of the group. 	Action	DfE	Before meeting on 17 November
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	Action	DfE	23 October
6. Revised timeline			
<p>MTS talked the group through the revised timeline. The key points were:</p> <ul style="list-style-type: none"> • The changes to the timeline are to reflect variations agreed in milestones for ICF's REA contract; and • That DfE will develop the timeline further, specifically in respect of the activities for the next part of the review where currently there is limited detail. 	Information		
	Action	DfE	Ongoing over next few months
7. AOB			
None	Information		
8. Review of meeting including any action points			
SB summarised discussions including action points and thanked everyone for attending.	Information		
9. Next meeting proposed for 10 November between 11am and 1.30pm – Sanctuary Buildings			
<p>As noted earlier the group agreed that the next Steering group meeting should be a workshop and planning exercise and to facilitate this it was suggested that the meeting duration should be extended to three and a half hours.</p> <p>Group members advised that 10 November would prove difficult for many to attend and agreed on a revised date of 17 November, however, as some group members would be unable to attend in the morning the meeting should be scheduled for 1.30pm – 5.00pm.</p> <p>DfE will make arrangements for this meeting and will also circulate proposed dates for steering group meetings in December and January.</p>	Information		
	Action	DfE	23 October