Department for Education Board Meeting
11 October 2018 09:00-17:00
Imperial College London

Attendees	**Title**
Rt Hon Damian Hinds MP	Secretary of State (*Chair*)
Rt Hon Anne Milton MP	Minister of State for Apprenticeships and Skills, Minister for the Board
Rt Hon Nick Gibb MP	Minister of State for School Standards (Items 3-4)
Richard Pennycook	Lead Non-Executive Board Member
Ian Ferguson	Non-Executive Board Member
Ruby McGregor-Smith	Non-Executive Board Member
Jonathan Slater	Permanent Secretary
Mike Green	Chief Operating Officer
Paul Kett	Director General, Education Standards
Andrew McCully	Director General. Infrastructure and Funding
Emran Mian	Interim Director General, Higher and Further Education
Indra Morris	Director General, Social Care, Mobility and Disadvantage
Jonathan Clear	Strategic Finance Director

Other Attendees	**Title**
Warwick Sharp	Principal Private Secretary to the Secretary of State

1   INTRODUCTIONS, MINUTES AND ACTIONS

1.1   The Chair welcomed the Board members to the meeting.

1.2   He thanked Imperial College London for hosting the Board and showing members around the campus in the morning.

1.3   There were no new or changed interests and the Board approved the minutes of the last meeting.

2   LABOUR MARKET CHANGE

2.1   The Board received a presentation on research into the changes in workforce. This included a mirco-analysis on how automation could change the labour market. Members noted that the German labour agency designed a life-long learning programme for the entire labour market, considering regional economic factors.

2.2   The Board were updated on the National Retraining Scheme, noting that a user-based approach is being taken to understand the requirements of the scheme, by engaging with employers and employees. The respective roles of the Government and employers for retraining staff were noted.

2.3   Members discussed the format in which any training might be delivered and how to best target the intended audience.

2.4   The Board received an update on STEM skills and the work of the Department in this area. Members suggested that EdTech could be used to support learners improve their digital skills.

2.5   In discussion, members agreed the importance of mathematical literacy to high end digital skills and noted that in the Digital sector a lot of skills are learnt in the workplace.

3   DIGITAL TRANSFORMATION STRATEGY

3.1   The Board received a presentation on DfE Digital Transformation Review noting the quality of current DfE digital services. It was noted that people now mainly interact with DfE policies through our digital services.

3.2   Members noted in discussion, following their use of some of the Department's digital services, that the apprenticeship site was intuitive and the introduction of a single log-in for multiple services was positive. Development work had been undertaken on education.uk to ensure that it met users' requirements.

3.3   Board members viewed a demonstration of applying for Childcare and discussed that the DfE could create a community of best practices, similar to models used in training programmes.

3.4   The Board noted that user engagement had shown improved content was more important than building new services.

3.5   It was noted that anticipating changes to technology would be key to the DfE having good services, and that a significant increase in the use of voice technology was expected. The Government Digital Service were adapting gov.uk in line with this.

3.6   Members noted in discussion that the Department should ensure that our gov.uk content is on track to be compatible with voice technology; and all digital elements deployed in the future should meet two of the following three criteria
•   Enhance learning
•   Reduce costs
•   Reduce work loads

3.7   The Board should consider items on digital learning in the future.

4   AOB

4.1   The Board reflected that thematic format and longer discussion was preferable to a management style meeting.

4.2   Future focusses for the Board should be social mobility and disadvantage and how to prepare students for the world of work.