<u>Teachers Working Longer Review – Meeting of the Steering Group</u> 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	Action
1.Welcome and introductions		Ву	Deadline
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.	Action	DfE	30 October
SB gave an update on the actions from the previous meeting:-	Information		
 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. 			
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

3. Updates from the sub-group meetings			
held on 15 September			
Jeff Rogerson (JR) provided an overview of the content of both sub-group meetings held on 15 September. The main points for each and member discussion on points raised are summarised below.	Information		
Evidence of Impact sub-group:			
 The main focus of this meeting was a presentation from ICF on their draft final report and JR provided a summary of the presentation; He advised that DfE and group member comments on the report/presentation have been fed back to ICF; Overall the report seems to indicate that robust evidence is limited and points to areas where further research may be required; Members advised that any further research should take into account different roles/sectors etc. and that data needs to be qualitative as well as quantitative; and Members advised that ICF's report needs to be contextualised so as not to confuse it with the review's final report and that it needs to make clear what it will be used for and acknowledge its limitations. 			
Employment Practice sub-group:			
 The main focus of this meeting was a presentation from IES on gaps identified in the evidence base and JR provided a summary of the presentation; It was discussed that as well as deciding what evidence the review wants it needs to consider how the educational landscape is changing and will continue to change, e.g. recruitment but it also needs to ensure these considerations are substantiated; and 			
 DfE are aware of another ongoing project which could assist with the above point and will ensure that the review will work closely with this project. 	Action	DfE	By next meeting

4. Update on progress obtaining an HR			
expert for the Steering Group			
Michelle Thompson-Smith (MTS) provided an update on the progress in obtaining an HR expert. The main points included:	Information		
 That further discussions have been held with ACAS who have advised that they would not be able to commit to a role as a steering group member but would still like to be involved in the project by providing expertise in a consultant type role; They have suggested, if the steering group is agreeable, that they could attend the next steering group meeting to talk about what ACAS does and the sort of views/advice they can offer with regard to this issue; and DfE have also approached CIPD to see if they can offer an alternative source of input on HR practices from other sectors but have not heard back from them as yet. 			
The group discussed this further and agreed			
the following:			
 That a group member would provide details of an ACAS contact used regularly; 	Action	Group member	Before next meeting
 That DfE should approach ACAS to ask if they would be open to reviewing material produced by the review in addition to the role set out above; and 	Action	DfE	By next meeting
 That DfE should further follow up with CIPD, and that private office may be able to assist with contact details following recent engagement. 	Action	DfE	By next meeting
5. Call for Evidence – Stage 2			
MTS talked through the paper circulated ahead of the meeting, highlighting themes in the responses received and initiated a discussion on this and potential next steps. The main points included: 122 responses were received; The themes emerging seem to be consistent with group members expectations/previous discussions; The group agreed that the next Steering Group should be a workshop and planning exercise where the group could look at pulling together all the evidence, including the stage 1 and 2 call for evidence responses and consider recommendations and	Information		

 guidance; 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 	Action	DfE DfE	Before meeting on 17 November Before meeting on 17
 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	November 23 October
6. Revised timeline			
MTS talked the group through the revised timeline. The key points were: • The changes to the timeline are to reflect variations agreed in milestones for ICF's REA contract; and • That DfE will develop the timeline	Information Action	DfE	Ongoing over
further, specifically in respect of the activities for the next part of the review where currently there is limited detail. 7. AOB			next few months
None	Information		
8. Review of meeting including any action			
points			
SB summarised discussions including action	Information		
points and thanked everyone for attending.			
9. Next meeting prposed for 10 November between 11am and 1.30pm – Sanctuary Buildings			
As noted earlier the group agreed that the next Steering group meeting should be a workshop and planning exercise and to facilitate this is was suggested that the meeting duration should be extended to three and a half hours.	Information		
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.			
DfE will make arrangements for this meeting and will also circulate proposed dates for steering group meetings in December and January.	Action	DfE	23 October