

## **Minutes of the Board 20 March 2018**

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### **Present**

Julius Weinberg	Chair of the Board
Dame Kathryn August	Board member
John Cridland CBE	Board member
John Hughes	Board member
James Kempton	Board member
Pamela Scriven QC	Board member
Amanda Spielman	Her Majesty's Chief Inspector, board member
Venessa Willms OBE	Board member

### **Also in attendance**

Matthew Coffey	Chief Operating Officer
Louise Grainger	Director, Finance, Planning and Commercial
Amy Finch	Head of Strategic Development (Item 6)
Sean Harford	National Director, Education
Eleanor Schooling	National Director, Social Care
Naomi Stauber	Head of Corporate Governance
Sarah Thornton	Corporate Governance Officer
Luke Tryl	Director, Corporate Strategy

**Status:** DRAFT. Submitted for approval at the board meeting on 15 May 2018

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## **1 Welcome, apologies and declarations of interest**

- 1.1 The Chair welcomed board members and attendees, and introduced the new board members, Kathryn August and Pamela Scriven.
  - 1.2 All board members confirmed they had no new interests to declare.
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## **2 Minutes, matters arising, action log and forward look**

- 2.1 The minutes of the meeting held on 16 January 2018 were agreed, subject to minor amendments.
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## **3 Update from Her Majesty's Chief Inspector (HMCI)**

- 3.1 HMCI presented her update to the board, noting that engagement with the new Secretary of State for Education, the Department for Education (DfE), and other government departments had been constructive.
  - 3.2 It was also noted that the government published its Integrated Communities Strategy on 14 March, which sets out a number of measures to protect children from the risks of extremism in out-of-school settings and unregistered schools. Importantly, for Ofsted and for the children that it works to keep safe from harm, it included a commitment to review Ofsted's powers in relation to unregistered schools. Specifically, the proposals will strengthen Ofsted's ability to collect evidence and interview those who are suspected of running illegal schools, to meet the stringent requirements for criminal prosecutions and ensure the schools close. HMCI welcomed these measures.
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## **4 Update from the Chief Operating Officer**

- 4.1 The Chief Operating Officer presented his update to the board and noted the following, in particular:
  - The delivery of inspection volumes and inspection quality continue to be key areas of focus for the Executive Board. It has been a strong year for the completion of Ofsted's target inspection volumes, although due to recent weather conditions volumes of short inspections of schools were below the aspirational target. The board also noted that national sampling of the reporting inspection quality assurance process had found that the proportion of education inspections requiring additional QA continues to reduce.
  - The early years programme will deliver full regionalisation of EY inspections on 1 January 2019. It was noted that there had been a small

delay to the transfer of data to the new systems, which will be completed by 17 July. This was not a risk to progression and successful completion of the programme.

- 4.2 The board also discussed the various reasons as to why an inspection of a school might justifiably be deferred – in cases where, for example, two schools had merged, or where other exceptional circumstances had been identified.
  - 4.3 It was suggested that inspection volumes could be presented in the form of a monthly dashboard.
  - 4.4 **Action:** Matthew Coffey and John Hughes to discuss the creation of a dashboard for inspection volumes.
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## **5 Update from the National Director, Education**

- 5.1 The National Director presented the update and noted, in particular, that early monitoring visits to new apprenticeship providers were taking place. These visits will continue over the coming weeks. Standalone monitoring inspections of subcontractors will also be published in due course.
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## **6 Update from the Director, Corporate Strategy**

- 6.1 The Director, Corporate Strategy, presented his update, and noted the following, in particular:
  - The research and evaluation function continues to develop and a consultation had been launched within the team to clarify roles, responsibilities and structures.
  - The forward research plan had been shared internally and a high-level version is expected to be published this term.
  - Ofsted had received a large number of requests for visits from international delegations this year, which is indicative of the increasing recognition of Ofsted and its work amongst its counterparts in other countries.
- 6.2 The board discussed the framework by which the implementation of the Ofsted strategy and its strategic performance indicators will be monitored and evaluated. The board will have the opportunity to discuss the framework, and the progress that has been made to deliver the strategy to date, at its away day later in the year.

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## **7 Update from the National Director, Social Care**

- 7.1 The National Director presented her report and noted that a paper on Ofsted's view on outcomes in social work will be published as part of a project by the DfE and the What Works Centre.
- 7.2 The board discussed the Joint Targeted Area Inspection (JTAI) process and noted that positive feedback had been received.
- 7.3 The publication of overview reports based on JTAI themes was also discussed. It was reported that the themes are chosen in consultation with the wider sector and other government departments.
- 7.4 It was confirmed that potential capacity issues within the Social Care directorate as a result of JTAIs and the Independent Inquiry into Child Sexual Abuse had been recognised, planned and budgeted for.

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## **8 Strategic Risk Register**

- 8.1 The board noted the Strategic Risk Register and the proposed change to strategic risk 9 (SR9). It was confirmed that mitigating actions were in place to ensure that the removal of a separate contingency fund from the budget for 2018-19 would not pose a risk to the organisation during the next financial year.
- 8.2 It was noted that a joint session on risk was being planned with the Care Quality Commission, with whom Ofsted shares external auditors, to review risk registers and discuss how organisations utilise those registers.

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## **9 Finance Report**

- 9.1 The board noted the Finance Report and the forecast underspend of £1.9m at year end.

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## **10 Budget and Corporate Plan for 2018-19**

- 10.1 The Director, Finance, Planning and Commercial, presented the budget and corporate plan for 2018-19, noting that the Executive Board had agreed savings proposals to deliver a balanced budget for the following financial year.

- 10.2 The board discussed the potential risk caused by the proposed savings, based on changing inspection cycles. It was noted that Ofsted continues to deliver beyond the statutory inspection requirements.
- 10.3 It was also noted that the success measures for the corporate plan were still being developed. It was confirmed that the deadlines in action 41 had been met, and that the development of the new Education Inspection Framework will be presented to the board in due course.
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## **11 Audit and Risk Assurance Committee update**

- 11.1 The chairman of the committee presented an update on the work of the Audit and Risk Assurance Committee (ARAC), noting the following:
- Two new co-opted members, Helen Jesson and James Aston, had been appointed for a term of two years from 1 February 2018.
  - The audit plan for 2018-19 had been approved by the Executive Board and reviewed by the committee.
- 11.2 The board noted that the committee had agreed to undertake a short, focused review of Ofsted's strategic risk register. It noted that the current system is fit for purpose but could be reviewed as a management tool, to ensure that the appropriate risks are captured and that they are mitigated as necessary.
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## **12 Membership of the board and the Audit and Risk Assurance Committee**

- 12.1 The board noted the paper on the membership of the board and ARAC.
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## **13 AOB**

- 13.1 The Chair noted that it was the last meeting for Eleanor Schooling, who was leaving the organisation at the end of the month. It was also the last meeting for James Kempton. The Chair and HMCI thanked both of them for their contributions to Ofsted, and to the board.

*End of meeting*

Action No.	Action	Due Date	Status
75	<u>Social Care Directorate Update</u> <b>Yvette Stanley</b> to conduct an analysis, once a sufficient number of monitoring visits have taken place, of whether local authority monitoring visits have improved services.	End of June	<u>On Track</u>
88	<u>Strategic Risk Register</u> <b>The Chair and HMCI</b> to discuss how the strategic risk 9 should be reworked so that its title better reflects its description.	End of April	<u>Complete</u>
94	<u>COO Update</u> <b>Matthew Coffey and John Hughes</b> to discuss the creation of a monthly dashboard showing inspection volumes to be shared with the Chair and the board.	15 May 2018	<u>Complete</u>