

1.1 BOARD MINUTES COMPANY CONFIDENTIAL

Date: 12th June 2024, 10.30am -13.30pm, Newcastle College, Rye Hill Campus, NE4 7SA

Present: Baroness Nicky Morgan (NM) (Chair)
Dame Julia Cleverdon (DJC)
David Baldwin (DB)
Ashwin Mistry (AM)
Neil McLean (NML)
Fiona Millar (FM)
Ife Awotunbo (IA)
Oli de Botton, Chief Executive (OdB)
John Yarham, Deputy Chief Executive (JY)

Apologies: Mo Isap (MI)
Mohammed Samir (MS)
Alice Coventry (AC)
Sara Mohideen (SM)

In attendance: Paul Lewis, Chief of Strategy and Communications (PL)
Nicola Hall, Director of Education (NH)
Isabel Hutton, Senior Manager - Strategic Development (IH)
Ellie-Marie Nash, Internal Operations Manager (EMN)
Kevin Ronan, Director of HR (KR) Virtual
Elizabeth Kingsley, Head of Operations (EK) Virtual

Notes

1. Welcome and Introduction

NM opened the meeting and welcomed the group. The Board welcomed IA to his first board meeting.

1.1. Minutes from the Last Meeting

The minutes from the board meeting on the 20.03.24 were approved as an accurate record of the meeting.

Action: AC to ensure Board minutes are shared directly after each Board meeting.

1.1.1 Minutes from the Nominations Committee

The minutes from the Nominations Committee meeting on the 08.05.24 were noted by the Board.

1.2 Table of Actions

The Board discussed the open actions.

2 Items to Note

2.1 CEO/DCEO Update

OdB gave an update on highlights since the last Board meeting and provided context regarding the upcoming General Election and the possible implications.

OdB gave an update on the strategic risks at the corporate level and the Board discussed the mitigations and opportunities.

OdB gave an update on the company goals and performance targets for 2024/25. The Board discussed the goals, to ensure they reflect CEC ambitions.

Action: OdB to ensure goals reflect desired outcomes (including pupil level goals) and CEC ambitions.

2.2 Workstream Updates

The Board noted the following update papers:

- 2.2.1 Network and Employers

JY gave an update on recent successes and the strategy to ensure Hubs remain agile and able to adopt opportunities in future policy.

The Board discussed what additional support was in place for Alternative Provision (AP) institutions, particularly considering their lower Gatsby Benchmark achievement and the increasing of wider non-attendance in the system. NH outlined how this has been considered in the development of the new work experience model. The Board discussed how employers could be encouraged to engage more with AP.

Action: AC to add a session on AP to future Board meeting agenda.

- 2.2.2 Data and Digital

JY informed the Board that the target for Compass+ sign ups and Future Skills Questionnaire completions have both now been exceeded.

The Board discussed plans to future-proof different platforms by combining data to build a complete picture of careers interventions, including enrichment activity.

- 2.2.3 Education Development

NH gave an update to the Board on priorities and activities since the last Board meeting, including the national rollout of the Careers Impact System and the pilot for a new work experience model. The approach allows institutions to segment workplace experiences into learning hours, enabling flexibility and opportunities for a range of different experiences for young people.

The Board discussed the pilots that are planned for the new work experience model.

Action: NH to share updates on the pilot with the Board.

- 2.2.4 Strategy and Communications

PL updated the Board on the activity currently taking place in S&C. Despite the impact of the pre-election period (purdah), the team have been busy preparing plans for post general election.

PL outlined the plan for celebrating and amplifying the work of Enterprise Advisers (EAs), including inviting ministers to a Careers Excellence event, which will bring Cornerstones and EAs together to elevate awareness.

- 2.2.5 Operations

KR provided an overview on recent activity within the Operations team, including commercial arrangements with the DfE. KR noted that the highest score on staff feedback regarding mental health and wellbeing has been achieved, as well as CEC being awarded Disability Confident Employer status.

Action: KR to ensure ASK variation clauses are aligned with the novated contracts with the providers.

2.3 Management Accounts

EK presented the April 2024 Management Accounts and pre-audited 2023/24 outturn. The Board noted that 2023/24 had the highest ever budget utilisation. The budget for 2024/25 currently excludes any potential variations.

3 Primary Pilot: What Next?

The Board welcomed Isabel Hutton, who leads on the Primary pilot. IH gave an overview of the work and explained that it is coming to an end in 9 months and so now is the time to consider CEC's approach beyond

the pilot. She outlined three ways to continue supporting the work: influence DfE, Gov+ alternative funding, and via Careers Hubs.

The Board congratulated IH and NH on the work done so far.

The Board discussed the work of the Primary pilot and agreed on its importance to the work of CEC overall, particularly in tackling gender bias and stereotyping in careers. The Board agreed that CEC should continue to promote and support work at Primary level and discussed opportunities to engage employers and government.

Action: IH to explore if one Primary evaluation could focus on gender, as well as options for maintenance for the work if there is no further funding available.

4 How do we define Skills in the 2020s and beyond

OdB provided the context for the discussion and outlined his definition of skills, which breaks skills down into 3: functional skills, essential skills, technical skills.

The Board discussed this definition of skills and agreed that the 3 levels of skills seemed right and that the key would be using the right language to influence priorities. NM requested that essential skills be updated to personal skills. Overall, it was agreed that personal skills are important for young people and will increase their employability. JY outlined opportunities to go further with technical skills due to the forthcoming inclusion of the ASK variation.

5 Any Other Business

Matt Joyce, Regional Lead at the North East CA introduced himself and gave a brief overview of the work the CA do with CEC.

Date of next meeting: 26 September 2024, 10.00 - 16.00, London