



## **Steering Group Meeting: Minutes**

*Date: Tuesday 17<sup>th</sup> April 2018*

*Time: 10:30-12:30*

*Venue: The Axis, 10 Holliday Street, Birmingham, B1 1TF*

*Contact: 03000 130360*

**Attended:** Alex Magloire (Ofsted), James Norman (Ofsted), Tim Landreth, Alison Beard, Tricia Wellings, Jyoti Jaspal, Dale Ramsey, Nikki Flintham, Beverley Sharp, Sarah Presswood

**Apologies:** Debbie Clarke, Christine Harding, Tim Hopkins

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### Agenda

### Actions

#### **1. Welcome and apologies**

1.1. TW and TL introduced the steering group, welcomed everyone within the group and discussed any apologies that had been given previous to the meeting.

#### **2. Appoint minute taker**

2.1. DR volunteered to be minute taker during this steering group.

#### **3. Actions from previous meeting**

3.3. TH to be responsible for Slido

3.1. Room layout at upcoming 'Open Meeting' will be different (see notes in point 5).

3.2. Feedback and questions have been decided, as well as the collation of feedback; it has been decided we will carry this out in the same way and collect on the day, ensuring we capture individuals' responses on-the-spot.

3.3. Discussed the importance of having pre-planned questions before the event.

3.4. It was discussed that potentially, with surplus funds, we could purchase Slido and ask questions on up to three events per year, with up to five polls at each event; this could prove a vital tool in receiving feedback and questions.

3.5. NF fed back that Stafford are still currently searching for a representative for the steering group meetings.

3.6. AM states that Gill Jones will be attending the 'Open Meeting' and Lorna Fitzjohn will attend if she is available on the day.

3.7. AM will be carrying out the 'risk taking' seminar during the forthcoming event.

#### 4. Feedback from 'Chair's Meeting'

4.1. There were around twenty individuals in attendance at the meeting.

4.2. June chaired the meeting, with both Penny Fisher and Lorna Fitzjohn in attendance too.

4.3. It was discussed AB's title could change to 'Co-chair' in relation to the OBC.

4.4. NEYTCO also attended the Chairs meeting.

4.5. Gill shared background to bold beginnings, and covers myth-busting, destined

during the event.

3.3. Steering group members to circulate question ideas with their LA to capture interests prior to the event.

4.10. PF to discuss her own experiences of complaints panels at the 'Open Meeting' to encourage providers to participate in the scheme.

4.10. AM to find an appropriate e-mail address for individuals to

for disadvantage and the series of thematic enquiries; physical development and nutrition to be a possible focus next

4.6. There was a discussion about SEF; Ofsted still require to see evidence of self-evaluation, however this can be completed in the best way to suit each setting; the meeting members emphasised the importance of continuous evaluation.

4.7. Large nursery or childminding groups to potentially be monitored from head office and may be spot-checked; Ofsted do trust some larger chains' quality improvement processes; there are currently only discussions happening in relation to this currently and there is absolutely no set enforcement date.

4.8. There are still no plans for provisions to be able to buy an inspection following a requires improvement judgement.

4.9. There are currently eleven childminding agencies, three inspections have been carried out and they were all 'met'; there are currently none in the West Midlands.

4.10. Ofsted are currently reviewing their internal complaints procedures, particularly in relation to malicious complaints against Ofsted.

## 5. Venue update for 'Open Meeting'

5.1. 138 individuals are currently booked for the Open meeting.

5.2. A larger room has now been booked to reflect these numbers.

5.3. The room will be on the ground floor and functional for the agenda.

5.4. AM discussed Ofsted's representatives who will be attending the meeting, and also asked whether two extra individuals could come along to support their CPD

express their interest.

5.7. JJ to create badges for OBC steering group members so they can be identified during the event.

5.8. JJ to look at alternative venues in the surrounding areas for Friday 12<sup>th</sup> October open meeting.

programmes.

5.5. There is ample parking on site and no passes are needed to claim this.

5.6. The event will start at 9:30am, however TL requests that OBC steering group members get to the event around 8:45am.

5.7. OBC steering group members, along with Ofsted representatives, to be scattered around the room and sitting on different tables during the event.

5.8. NF agrees to take a lead on registration once more and gives positive feedback on the North West open event; the event took place on a Saturday and had over 600 people in attendance; there was a lot of correspondence beforehand, within information of both the agenda, speakers and requests for questions; the event was positive and uplifting, and the speakers were extremely interesting and engaging; the questions were sent out the day after the event, and future events were promoted during the event to encourage early-bird booking.

## **6. Agenda items for 'Open Meeting'**

6.1. Registration and drinks

Introduction

GDPR update with pre-set questions (Red Wing) / HR myth-busting (30 mins including a 5 min Q&A session)

Risk taking in early years (25 mins) – AM to add 5 mins of content if appropriate following the short seminar

BREAK

6.1. TW to speak to Kate or TW to speak to Matt regarding risk taking in early years.

6.1. TW to invite Esther Gray in relation to the future of self-evaluation.

Future of self-evaluation (30 mins)

Gill Jones – myth-busting and mention of bold beginnings (30 mins)

Q&A until the event closes

6.2. BHSF cannot attend this open meeting; however, we discussed the potential of Babcock advertising at the event.

6.3. TW explains the group has been approached by Childcare Expo for potential advertising and marketing opportunities; the steering group will consider this in their future meetings.

## **7. Feedback questions for 'Open Meeting'**

7.1. The group discussed and decided it was important to hand out feedback forms during the event.

7.2. It was also decided that it was vital we collected and captured individuals' views before they leave the event, to enable us to effectively plan the next session and gather on-the-spot feedback in relation to our target audience.

7.3. Consider asking individuals what their job roles are either on feedback or booking forms to determine our target audience and plan further events effectively.

7.1. AB to look at an alternative format for feedback and bring to the 'Open Event' to collate data.

## **8. Finances update**

8.1. TW discussed that we could consider our event pricing, depending on the speakers who are able to attend.

8.2. TW forwarded accounts to the group, which shows a small surplus of funds which could be used for key note speakers, memberships for Slido or Survey Monkey, amongst other things, in relation to our 'Open Meetings'.

8.3. Residual monies have been used to cover the costs of the forthcoming event.

## 9. **Ofsted updates (Alex Magloire)**

9.1. A current focus of Ofsted is looking into those settings whom have never been graded 'Good'.

9.2. Compliance handbook is currently being reviewed, with a first draft potentially being published in April 2018, and another edition later on in 2018.

9.3. There will potentially be an overview of changes released alongside the updated compliance handbook for providers to use as a reflective tool.

9.4. Currently considering whether Ofsted are always looking at the right things within inspection, or there should be a better balance of focusing on both learning development, as well as safeguarding and welfare; the aim of this is primarily to consider what they are currently not looking at within inspections to ensure children are well-prepared for school.

9.5. At the moment, only 30% of looked-after children are making 'good' progress, compared to the national average of 65%; Ofsted will be considering whether inspection can influence better outcomes for children.

9.6. Brief discussion on integrated reviews, with an update of which LA's are currently carrying out effective work in this field.

9.6. AM to e-mail Solihul LA poster in relation to integrated review (complete: discussed within steering group)

**10. Date and location of next meetings**

*10.1.* Next steering group meeting to be held on Tuesday 12<sup>th</sup> June 2018.

*10.2.* June meeting to be held at Axis Building, 10:30-12:30.

*10.3.* Provisional additional steering group meeting booked for Tuesday 25<sup>th</sup> September 2018.

*10.4.* The group decided to keep October 'Open Meeting' date as Friday 12<sup>th</sup> following a discussion of target audiences and day preferences.

**11. Any other business**

*11.1.* No further comments or any other business discussed.