

NCGE Management of Guidance Committee 2017-2019

Record of the 1st Meeting Thursday, 9th March 2017

The DES representative chaired the meeting on request of the Chair, Paul King, who for personal reasons could not attend the meeting.

1. Welcome and Introductions

The Chair welcomed everyone to this first meeting of the new MGC 2017-2019. Apologies from non-attendees were noted.

2. Minutes from the last meeting of MGC 2013-2016

The Chair confirmed that the Minutes from the last meeting of the previous Committee had been signed-off.

2.1 Updates on projects in previous Minutes

The Director provided the Committee with brief updates on the projects mentioned in the previous Minutes.

2.1.1 National Forum on Guidance (NFG)

The next NFG will take place on 5 April, 2017 and the theme will be 'Data Gathering in Guidance and for Guidance'.

2.1.2 NCGE Staff Recruitment

The NCGE Director advised that NCGE staff recruitment had continued through the summer of 2016 into early months of 2017 and the appointments included the positions of:-

- FET Guidance Programme Coordinator
- Guidance Officer-Euroguidance (temporary appointment of one year)
- Communications Officer

2.1.3 NCGE Annual Output Statement

The Annual Output Statement for NCGE forms part of the Léargas Annual Report and will be available for sign-off at the next MGC Meeting.

2.1.4 Post-Primary Guidance Working Group (PPGWG)

The PPGWG comprises representation from NEPS, IGC, Inspectorate, NAPD, NCGE, DSGC and NCCA. This group has worked on the CLDF and a data-gathering process for schools' guidance.

2.1.5 The Career Development and Learning Framework (CDLF)

The CDLF is an intended resource for schools which provides an outline of what whole school guidance is and the learning outcomes for students in Years 1 to 6. The resource includes provision for classroom, group and one-to-one guidance delivery. This is referenced in the DES Action Plan for Education 2017. NCGE has liaised with NCCA to ensure the resource relates to the NCCA Wellbeing Guidelines.

3. Role of NCGE

For the purpose of new Committee Members, the NCGE Director explained the role of NCGE as an agency of DES operating under the aegis of Léargas.

3.1 Terms of Reference (TOR) for the MGC as a subcommittee of the Léargas Board

The Director introduced the TOR to the Committee, a copy of which they had received on appointment. The Director explained the detail of the document and clarified that NCGE funding comes from DES and SOLAS. The MGC Chair is appointed by the Minister and is independent of any representative body. Heretofore, the Chair also represented the Directors of Guidance Counselling (DSGC), however, for this Committee there is a separate DSGC representative.

3.2 Responsibilities of the Members of the MGC

There was further discussion about the roles and responsibilities of Members of the Committee and request that in relation to conflict of interests committee members contact the Chair. It was agreed that dates for future meetings of the MGC be agreed well in advance. NCGE will develop a MGC section on the VLE-NCGE Moodle to enable members download all relevant documents (e.g. Minutes, agendas).

3.3 Corporate Governance Training

In accordance with best practice, all members of the MGC will be required to complete Corporate Governance Training. It was agreed by all that this training would be incorporated into an extended next meeting of the MGC.

4. Strategic Activities for the NCGE MGC for 2017

The Director introduced the current Strategic Plan and strategic activities for the NCGE MGC in 2017.

4.1 Discussions for Strategic Plan 2018-2020 as Plan for NCGE currently 2015-2017

The current Strategic Plan runs until end 2017 and NCGE is on target to achieve the goals set out in the current plan by end 2017. Planning for the next Strategic Plan will need to begin in May 2017. A review process of the strategic plan would be discussed also.

4.2 DES Career Guidance Review

DES will carry out a review of guidance services across all sectors in Quarter 3, 2017. SPEE Section in DES is to lead the review in collaboration with CAP and Further Education sections of DES. The review is cited in the Action Plan for Education 2017 (Action 104). NCGE has been tasked by DES to undertake a mapping/scoping exercise of current guidance provision across the Education and FET Sector. The outcome of the DES Guidance Review will have implications for NCGE work programme and Strategic Plan 2018-2020.

4.3 NCGE/ETBI Draft Framework for the FET Integrated Information and Guidance Strategy

The NCGE/ETBI Draft Framework for the FET Integrated Information and Guidance Strategy was submitted to DES and SOLAS at the end October 2016. DES has informed NCGE that no formal decision will be made on the draft strategy until the completion and outcome of the Guidance Review.

NCGE is aware that SOLAS had requested information from the ETB's about an 'information, recruitment and guidance service'. NCGE sought clarity from SOLAS on this issue. It is expected that a communication would be sent from DES to ETBI and ETB's with clarification.

4.4 NCGE general programme activities and staffing

The Director explained the general programme of activities and the NCGE Organisational staffing structure. NCGE is currently addressing recommendations of An Coimisinéir Teanga and in the redevelopment of the NCGE website resources will be available in Irish. The new NCGE Communications Officer is currently upskilling in the Irish language.

5. Date of next meeting

The time/date for the next MGC Meeting is 11:00-15:00 on Wednesday 31st May in the NCGE Office.

6. A.O.B

There was no AOB.