

NCGE Management of Guidance Committee (MGC) 2017-2019
Record of the 10th Meeting
30th January 2019

Two new NCGE MGC Members have been nominated by the Minister of DES and appointed by the Board of Léargas – from DES, Seán P. O’Brian to replace Linda Neary and from HEA, Fiona Davis to replace Orla Christle.

1. Minutes from the last meeting (28th November 2018) and Matters Arising

There were minor amendments to the wording of the Minutes, which were then proposed and seconded.

1.1. Meeting Record of 9th Meeting

There were minor amendments to the wording of the Meeting Record of the 9th Meeting which is to be uploaded to the NCGE website.

2. Report from the Finance Sub-Committee

The Members reviewed the Report (dated 30 January 2019) from the Finance Sub-Committee.

3. Current NCGE Activities

The NCGE Director updated the MGC on current NCGE Activities:-

- SOLAS Grant Request – although an agency of DES, NCGE must still apply in the same application procedure completed by NALA and other FET organisations who are not an agency of DES.
- FET Integrated Guidance Strategy – the NCGE Director reported to DES in the NCGE Quarterly Early Warning Report the issue of the delay of the FET Integrated Guidance Strategy and the negative impact to many activities in the FET Sector.
- FET Guidance Management System Working Group – Formed by NCGE to revise and upgrade the Adult Guidance Management System (AGMS). Reps on this Working Group are from DES, ETBI, ETB-AEOA, Directors of FET, and the Adult Education Guidance Association of Ireland (AEGI). Their first meeting was on the 29th January in NCGE. NCGE manages and coordinates the AGMS database which will need to take account of all FET guidance services not just AEGI services. The work of the FET Guidance Management System Working Group will inform the FET Integrated Guidance strategy including how to link with the PLSS (SOLAS database system). Post-Primary –Regional seminars and workshops on the Whole School Guidance Framework taking place this spring 2019. The Framework is non mandatory voluntary resource which DES is supporting and encouraging schools to use.
- Euroguidance – Merging of Euroguidance, Europass and EQF Network as one group with one website (EU Portal). The Europass Advisory Group is discussing with the EU Commission the remit of the Euroguidance Centres including to ensure that online guidance is provided in response to queries from the Europass site. Euroguidance Centre’s primary aim should be to provide support to guidance counsellors and its secondary aim to provide direct guidance on mobility to the public.
- Public Procurement – NCGE reported to DES on their previous contracts (<€25k). NCGE to revise and review its procurement process for 2019, and will be issuing an ‘open process’ call for a new Panel of Experts in line with Léargas policy.
- Programme Recognition Framework (PRF) and NCGE Role – a meeting is taking place on 1st March with the Review Panel and NCGE’s role is to provide technical information regarding the rationale for the PRF.

- NCGE Staff and Recruitment/NCGE Strategic Planning –
 - a. Vacancy Post-Primary Guidance Coordinator – application deadline 5pm 1st Feb. 2019
 - b. Business case proposal sent to DES on vacancy arising for Guidance Officer.
 - c. NCGE Staff Performance Reviews, Priorities and Planning Meeting to take place in January and February.

Overall issue due to low resources and stability of employment highlight implications for staff priorities and strategic planning.

- NCGE Publications – In recognition of the 50th issue of the bi-annual NCGE' publication 'NCGE News' this has been relaunched as '**Guidance Matters**'. Hard copies were posted out in early January 2019 and 'Guidance Matters' is available on the NCGE website <https://www.ncge.ie/ncge/newsletter>.

The NCGE MGC Members have been encouraged to contribute to NCGE's monthly communication '**NCGE Bulletin**' which provides useful, relevant and up-to-date information on guidance. Contributions can be sent to David Cullen at <mailto:david.cullen@ncge.ie>.

4. MGC Members Updates

It was decided to move the MGC Members current updates on their respective organisations to the next meeting when two new members would be in attendance.

5. Governance/Risk Assessment

The Léargas/NCGE audit, November 2018, confirmed that Léargas/NCGE compliance is excellent with three issues identified:-

- Lack of tracker on certain items identified in the audit. A new system is now being introduced by Léargas
- The NCGE Director should work with the Léargas Management Team to identify priorities for the internal audit plan for 2019 and 2020
- NCGE Staffing issues are a risk as there is a need for more comprehensive NCGE involvement in strategic planning

The NCGE Director reiterated the negative impact of the delay of the FET Integrated Guidance Strategy, which has been reported to DES (e.g. Quarterly Early Warning Reports).

6. A.O.B.

6.1. Skills to Advance: Employee Development

There was considerable time devoted to discussion on a new skills development in FET provision to promote stronger links with businesses titled '*Skills to Advance*' and launched by SOLAS as part of a new policy framework '*Supporting Working Lives and Enterprise Growth in Ireland: 2018-2021 further education and training policy framework for skills development of people in employment*'.

It was noted that the Skills to Advance is separate to the 'Skills for Growth' and the 'Skills for Work' initiatives, and that the Skills to Advance has not considered apprenticeships.

The NCGE Director highlighted the lack of connection with regard to the FET Guidance perspective and that NCGE should be made aware of these initiatives, to be invited to comment on them and there should be a link up to the Regional Skills Fora.

The meeting ended at 12:50.