

Agenda

Date	02 December 2009
Subject	<i>The information authority</i> board
Location	Russell Hotel, Russell Square, London, WC1B 5BE
Time	10:00 to 13.00 (Refreshments available from 09.30)
Publication intent	PUBLIC DOCUMENT

Item 1. Welcome and introductions 10.00

Item 2. Minutes of last meeting 10.05

Item 3. Matters arising 10.15

Item 4. LSC letter on Data Management 10.20

Purpose: Discuss issues arising and decide actions.

Presenter: Pete Ashton

Item 5. Learner Data Strategy 10.45

Purpose: Update board on progress of Learner Data Strategy.

Presenter: Pete Ashton

Item 6. The 2009/10 Communications Strategy 11.00

Purpose: Update on 2008/09 progress and agreement of new strategy.

Presenter: Anne Fessi

Item 7. Collection and reporting impacts of QCF 11.15

Purpose: Board to consider and comment on QCF arrangements.

Presenter: Leighton Ernsberger

Item 8. Settlements System (SAMS) data collection options 11.35

Purpose: Share early plans for changed arrangements and future ways of working.

Presenter: Steve Woods

Item 9. Data Quality Framework (high level briefing) 12.00

Purpose: To update the board on progress.

Presenter: Adele Dixon

Item 10. Connexions Data Set 12.15

Purpose: To obtain board members' agreement.

Presenter: Paul Kelman

**Item 11. Progress on timetable publication 12.30
(changes to funding guidance and system changes)**

Purpose: To update board members on progress and next steps.

Presenter: Selvy Kasparis

Item 12. Secretariat report 12.45

Purpose: To update board members on progress and seek agreement on some proposals.

Presenter: Anne Fessi

Item 13. Date of next meeting 03 March 2010

Invitees

Board members / alternates: Jo Baty (LGA), Malcolm Britton (DCSF), Margaret Coleman (LSC), Jon Collis (ALP), Mario Ferelli (HEFCE), Julian Gravatt (AoC), Robert Spano (Go Skills), Graham Jones (Chairman), Mary Joyce (LLUK), John Landeryou (BIS), Caroline Miller (Learning Provider), Emma Cochrane (Ofqual), Rob Pike (Ofsted), Bob Powell (HOLEX), Ian Pryce (FE College Provider), Martin Lamb (YPLA)

Others: Pete Ashton (*information authority*), Anne Fessi (*information authority*), Helen Karabatos (*information authority*), Adele Dixon (*information authority*), Ian Thomson (BIS), Leighton Ernsberger (LSC), Steve Woods (LSC) Paul Kelman (*information authority*), Selvy Kasparis (*information authority*)

Apologies: (TBC)

Meeting chair Graham Jones
Agenda creator Anne Fessi
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