

# Agenda

<b>Date</b>	03 March 2010
<b>Subject</b>	<i>The information authority</i> board
<b>Location</b>	Room 1.8, the Techno Centre, Coventry
<b>Time</b>	10:00am – 1.00pm
<b>Publication intent</b>	PUBLIC DOCUMENT

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| <b>Item 1. Welcome and introductions</b>   | <b>10.00</b> |
| <b>Item 2. Minutes of the last meeting and Action Log (Papers 1 &amp; 2)</b>   | <b>10.05</b> |
| <b>Item 3. Matters arising</b>   | <b>10.15</b> |
| <b>Item 4. Late ILR Change Requests (Paper 3)</b>  | <b>10.20</b> |
| Purpose: a) To discuss a late change request to the ILR from the SFA, and b) to confirm the process for dealing with such late requests.         |              |
| Presenter: Pete Ashton ( <i>information authority</i> )  |              |
| <b>Item 5. Learner Data Strategy (Verbal update)</b>   | <b>10.45</b> |
| Purpose: Update board on progress of Learner Data Strategy.  |              |
| Presenter: Pete Ashton ( <i>information authority</i> )  |              |
| <b>Item 6. Data Standards Framework Development (Paper 4)</b>  | <b>11.00</b> |
| Purpose: To inform board on progress on developing the Data Standards Framework.   |              |
| Presenter: Peter Millard ( <i>information authority</i> )  |              |
| <b>Item 7. Update on current plans for FfE (Paper 5)</b>   | <b>11.20</b> |
| Purpose: To update the board on progress and seek endorsement and comments on current plans.   |              |
| Presenter: Tim Smith (FfE)   |              |
| <b>Item 8. Specification for LLUK's SIR for 2010/11 (Paper 6)</b>  | <b>11.40</b> |
| Purpose: To update the board on changes to the SIR specification and provide a demonstration of LLUK's Online Analytical Processing Tool (OLAP). |              |
| Presenter: Tynan Rodger (LLUK)   |              |

**Item 9. Employer contributions data (Paper 7) 12.00**

Purpose: Propose details of an annual provider level data collection of employer contributions following consultation.

Presenter: Pete Ashton

**Item 10. Connexions data set (Paper 8) 12.15**

Purpose: Broad findings of the Data Service providing a Connexions data set, including costs / legal issues etc.

Presenter: Anne Fessi

**Item 11. FE Data Management Group (Paper 9) 12.25**

Purpose: To update board members on progress and seek agreement on *the information authority* work-plan for the next six months.

Presenter: Secretariat / Chairman

**Item 12. Secretariat report (Paper 10) 12.40**

Purpose: To update board members on progress and seek agreement on *the information authority* work-plan for the next six months.

Presenter: John Perks

**Item 13. Date of next meeting - 16 June 2010**

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**Invitees**

Board members: Graham Jones (Chairman); John Collis (ALP); Robert Pike (Ofsted); Jo Baty (REACT); Ruth Curry (BIS); Malcolm Britton (DCSF); Mario Ferelli (HEFCE); Robert Spano (GoSkills); Caroline Miller (Kenton College); Bob Powell (HOLEX); Ian Pryce (Bedford College); Mary Joyce (LLUK); Julian Gravatt (AoC); Emma Cochrane (Ofqual); Julie Nugent (Skills Funding Agency); Martin Lamb (YPLA)

Presenters: Pete Ashton (*information authority*); Peter Millard (*information authority*); Tynan Rodger (LLUK); Tim Smith (FfE)

Others: John Perks (*information authority*); Anne Fessi (*information authority*); David Matthews (*information authority*)

**Meeting chair** Graham Jones  
**Agenda creator** Anne Fessi  
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