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**Agenda and Background Reading**

**International Education Standards Committee: Friday 10th July 2020**

**Online ZOOM Meeting - please note e-invite for link and also below. Join Zoom Meeting by clicking**

[**https://us02web.zoom.us/j/88013457641**](https://us02web.zoom.us/j/88013457641)

**Core Management Meeting Issues 0930-1230 BST with break**

**Dial in details – note latest list attached**

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| Jan Steenberg | JS | Chair |
| Jon Harris | JH | CILT International Education Lead |
| David Maunder | DM | IESC Member |
| Chris Savage | CS | IESC Member |
| Keith Newton | KN | CILT Int Sec General |
| Tania Barker | TB | CILT UK Education and Professional Development |
| Namali Sirisoma | NS | IESC Member (new) |

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|  | **Item/Recommendation** | **Lead** |
| **1** | **Minutes of the last IESC core meeting (09:30)** |  |
|  | To confirm minutes of the last core meeting held on 1st May 2020  **Doc 1a – Minutes of 1st May 2020 Core Meeting including update points on progress**  Update on actions not covered on the Agenda led by JH  **Decisions – checkpoint to ensure all actions are still deliverable and timings appropriate given COVID-19 issues and resources at present levels** | JH  ALL |
| **2** | **Update on Headline Approach to Education and PD (09:45)** |  |
|  | Update on Global approach on COVID-19 bulletin/webinars and comms – how the programme has gone/levels of engagement etc  Updated on Covid-19 approach and delivery of the international strategy  Update on CILT UK/International join up process and education stream  Proposed joint operational action plan and collaborative working  Headline Success News since last IESC – covering   * Kazakhstan * Uzbekistan * Russia * USA * Gulf Region * South Africa * Zimbabwe * China region/Daohe partnership | KN  KN  KN  JH/TB  JH |
| **3** | **Performance Update and Dashboard Discussion (10:15)** |  |
|  | **KPIs dashboard report for the education function - covering**  **financials and overall performance**   * COVID-19 impact on accreditation, sales and forecasts * Student Generation levels * Accreditation rates and renewals * FY19/20 to date * Forward forecasting impact * Q and A   **Support Material – refer to:**  **Doc 3a – KPI Dashboard FY 19/20 completed to end June 2020**  **Doc 3b - Monthly debtor analysis sheet to end June 2020**  **Doc 3c - Accredited providers list - updated to end June 2020**  **Decisions –**   * **Key discussion of combined CILT Zambia/training provider situation including debt recovery and quality assurance issues. Refer to latest ‘disciplinary ’ letter to the Branch (Document 3d) and the QA process issues in early June (Document 3e)** * **Appeal from Prolific for a reduction in Diploma fees (one-off) to £180 per student in relation to current economic constraints (refer Document 3f - awaited)** * **Way forward for any other key debtors including action** | JH/KN  ALL TO REVIEW AND DISCUSS |
|  | **Comfort Break at 10.50** |  |
| **4** | **Education Providers Survey and Support Approach (11:00)** |  |
|  | Review of Stage 1 and Stage 2 Results of 2020 COVID-19 impact survey and key recommendations  **Background Reading**  **Doc 4a – Stage 1 Survey (April/May) Summary Results**  **Doc 4b – Stage 1 Survey Detailed Provider feedback (for info)**  **Doc 4c – Stage 2 Survey and Forward Projection Survey (June) Summary Results**  **Doc 4d – Stage 2 Survey Detailed Results (for info)**  **Summary**  Stage 1 Overview/Needs Survey 1 = 58 responses from 91 providers (64%)  Stage 2 Detailed/Forward Look Survey 2 = 41 responses from 91 providers (45%)  Jon Harris will give a short presentation on the forward picture looking at student booking, demand for types of courses/delivery, changes in assessment and the potential impact of changed payment processes adopted by training providers to meet the neds of their students  **Questions and answers on the evidence base and presentation**  **Requests for any specific datasets or projection evidence** | JH  JH  ALL |
| **6** | **Workshop Session – The Business Model (11:30)** |  |
|  | To discuss headline issues with the current business model for CILT International   * The need for the business model to be futureproofed * The changing shape of training and support * The current financing model and profile * Diagnostics of what works well/what doesn’t   We will carry out a SWOTS analysis as a team  **Helpful Background**  **Doc 6a Current fee structure for training providers to April 2021**  **Doc 6b Original price increase model deferred due to Covid 19**  **Decision – to take away headline SWOTS analysis to help CILT International team work up options (inc consultation with David Pugh and the key individuals)** | JH |
| **7** | **Product Development Update (12:00)** |  |
|  | **Update on CILT UK online learning**   * Current and proposed Nimble modules from L and D team   **Update on Level 3/5/6 certified professional / practitioner routes**   * Timings for availability of materials * Linkage into International markets   **Update on Competency Framework/Professional Designation**   * Current situation and launch * Resources   **PTRC offer development**   * Update on new transport planning skills pilot project with Atkins | TB  TB  TB  JH |
| **8** | **AOB (12:20)** |  |

**Close at 12:30**

**Reminder of future IESC Meeting Dates proposed in 2020**

* **Friday 21st August 930-1230 - focusing on FY21/22 budget, Joint Action Plan, product development**
* Outcomes of the 10th July meeting and this meeting feeds into IMC on Thursday 9th September
* **Meeting late Sept/early October if required (ref next FY)**
* **Friday 13th November 930-1230**
* Feeds into IMC on Thursday 26th November