ESCO (2013) BOA 004 FINAL

Creation Date: 09/09/2013

DRAFT MINUTES

8th meeting of the ESCO Board

14th of June 2013

JobCentre Plus, London

Item 1 Opening of the meeting

The meeting was chaired by Mr Jeremy Groombridge.

The agenda of the meeting has been adopted unanimously.

The minutes of the 7th ESCO Board meeting have been adopted unanimously.

Item 2 Thematic block 1: Managing the ESCO project

Mr Martin Le Vrang presented an update on the technical development of ESCO v0. This project is right on track and no delays are envisaged in light of the Stakeholders Conference scheduled in October. Users will be able to download the classification in Excel. Although this format has relevant limitations, it is more accessible for non-expert users. Professional developers will be able to download the data in SKOS, RDF and XML formats.

Mr Vito Spinelli presented the updated ESCO Guidelines. The BOA was comfortable with this document and agreed that, subject to the ESCO Maintenance Committee (MAI) endorsement, could be shared with the Sectoral Reference Groups (SREF) and other interested parties.

For future versions the BOA suggested that:

- a Question&Answers paragraph should be added at the end of each chapter
- a time horizon should be added to the business cases

Mr Spinelli presented a risk mitigation plan for the ESCO project.

The BOA indulged on the risk of low usage and agreed that we should set quantifiable targets, describing what we consider a successful volume. The BOA acknowledged that users should sign a licence agreement before they can download the taxonomy. The amount of licence agreement

signed is the perfect indicator for monitoring usage. Additionally, we should measure the extent to which small PESs will adopt ESCO as their taxonomy.

The BOA also discussed the risk of lack of ownership. The ESCO Secretariat (SEC) will refer to the BOA if it records low turnout rates of the SREF.

Actions to be taken:

- update the risk mitigation plan and add any emerging risks
- upload the document on Sinapse in the BOA community
- in order to address the risk of low adoption the SEC will develop a communication strategy
- the communication plan should include a stakeholders' analysis and a stakeholders' management plan

Item 3 Thematic bloc 2: Work programme and communication activities

Mr Le Vrang introduced the document on the BOA work programme for review and endorsement.

The EU Commission announced it is developing a Synergy matrix to display how ESCO, EURES, the EUROPASS CV and the Sectors skills passport are inter-related.

Ms Cristina Perera Orcastegui presented the progress made in the development of the ESCO booklet.

Ms Katrien Vander Kuylen presented a concept note on the ESCO Stakeholders conference.

The BOA suggested that we should develop a long-term strategy to stay in the touch with the stakeholders that will use ESCO so that we can devise a feedback mechanism for them towards us.

Actions to be taken:

- the SEC will submit the BOA the final draft of the ESCO booklet
- BOA members will inform the SEC on specific invitations for the Stakeholder Conference they would like to make
- The SEC will develop a more detailed proposal on how to use social media during the ESCO Stakeholder Conference

Item 4 Thematic bloc 3: Advancing the data model for ESCO v1

Mr Le Vrang and Mr Tony Bird updated the BOA on the discussion over the terminology defining the relationship between occupations and skills/competences as "essential" or "nice to have". The BOA agreed on this distinction but asked the MAI to identify a more "value neutral" terminology.

Mr Koen Nomden presented the progress made on the development of an approach for including learning outcomes of qualifications in ESCO.

The SEC informed the BOA that there will not be links between occupations and qualifications in ESCO v0.

The BOA stressed that it would be extremely challenging to have one description for both worlds, that is to say using the same terminology for the skills/competences and the learning outcomes. The BOA agreed to include in ESCO v0 the learning outcomes descriptions agreed with the awarding bodies. This should be further built into a long-term strategy based on the current experience.

Actions to be taken:

- the BOA asked the SEC and the MAI to continue the work for clarifying the link between the SC and the learning outcomes descriptions and test the approach with the SREF

Item 5 Thematic bloc 4: the sectoral revision process for ESCO v1

Ms Vander Kuylen updated the BOA on the progress status of the SREF.

Mr Tony Bird presented a quality report on the work of the SREF, summarising open issues and outlining the current developments in the MAI.

Ms Vander Kuylen presented the SEC proposal of a schedule for establishing the new SREF. This is very important in order to facilitate the search for sectoral experts. The BOA approved the schedule.

Mr Le Vrang updated the BOA on the latest IT developments, namely the progress on the collaboration tool.

Actions to be taken:

- the BOA asked the SEC to deliver a Communication plan, considering it to be a requirement for a successful planning of the stakeholders conference
- the BOA members will contact the SEC to suggest invitees to the stakeholders conference
- the SEC will deliver the BOA the final draft of the ESCO booklet for review and endorsement

Item 6 AOB

The next BOA meeting will take place in Brussels on 7 October 2013. There will be another meeting in 25 November 2013 in Berlin.

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Documents adopted on the 6th meeting of the ESCO Board

1)	Agenda for the 7th ESCO Board meeting on 15 March 2013	ESCO (2013) SEC 015 DRAFT
2)	Minutes of the 6th ESCO Board meeting	ESCO (2012) SEC 075 DRAFT

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Participants

ESCO Board Members

– CAMPBELL, Mike	Skills and Labour Market Expert
– DANEV, Bojidar	Bulgarian Industrial Association
– GOELEN, Wallis	DG Employment, Social Affairs and Inclusion
– GROOMBRIDGE, Jeremy	Jobcentre Plus
– AHMAN Goran	Swedish PES (Arbetsförmedlingen)
– BOOMGAERT Wilfried	Flemish Department of Education and Training
– WILSON, Tom	Unionlearn
– PENNEL, Denis	Eurociett

Observers

– BIRD Tony	ESCO Maintenance Committee

ESCO Secretariat

– NIEDRA, Ginta	TenForce
– PERERA Cristina	TenForce
– SPINELLI, Vito	TenForce
– LE VRANG Martin	DG Employment, Social Affairs and Inclusion
– VANDER KUYLEN Katrien	TenForce
– NOMDEN Koen	DG Education and Culture

Excused

– CALLEJA Joachim James	Ministry of Education, Culture, Youth and Sport
– LETTMAYR, Christian	Cedefop
– JOHANSEN, Gorm	Danish Chamber of Commerce / Eurochambres
– HÄGGLUND, Sam	European Federation of Building and Woodworkers (EFBWW)
– PEREIRA Ana Carla	DG Education and culture
– THIELE Peter	Federal Ministry of Education and Research
– ABECASIS Margarida	EC, DG T
– VAN DER SANDEN, Karin	DG Education and Culture
– ZOGOROWICZ Klaudia	EC, DG Translation
– BJORNAVOLD Jens	Cedefop