

**Minutes of the Standards Committee Meeting held onsite* in the Conference room on
Wednesday 9th March 2022 at 3pm**

*NB – although onsite, as per the I&A, remote access is permitted and is indicated where members are listed as present

Present: Christine Bampton (Committee Chair)
Mark Aberdein (Independent Governor) (*remote access from item 7)
Margaret Boneham (Independent Governor)
Michelle Brabner (Principal)
Katy Robinson (Independent Governor)
Susannah Porter (Independent Governor)

In Attendance: Paris Bonwick (Asst. Principal MIS and Apprenticeships)
Maura Cummins (Deputy Principal)
Catherine Durr (Staff Governor – observer)
Lisa Farnhill (Clerk to the Corporation)
Vickie Hayes (Head Of Learning Support And Inclusion)
Stephen Musa (Asst. Principal Student Experience and Welfare)
Tom Rowe (Staff Governor - observer)
Victoria Wickington (Assistant Principal Teaching, Learning and Quality)

Apologies: Anita Holt (Associate Governor)
Heather Austin (Student Governor invited to be an observer)

Absent:

Minute No.	Minutes	Action
------------	---------	--------

S.22.45 OPEN AND WELCOME

The Committee Chair opened the meeting, welcoming everyone to the first onsite meeting since the Pandemic, outlining protocols for the meeting. Catherine Durr, newly appointed staff governor was welcomed as an observer to the meeting and paper authors thanked for their efforts in drafting the information for members.

Item leads were asked to only summarise and present the executive summaries with members having had the required time to read the full papers as circulated.

S.22.46 ITEM 1: APOLOGIES FOR ABSENCE

Apologies for absence from Anita Holt were presented to and accepted by the Committee, with it noted that members Mark Aberdein would be arriving remotely from around 4pm.

Item 1 – Resolved: *Members accepted the apologies as detailed above.*

S.22.47 ITEM 2: DECLARATIONS OF INTEREST

**Minute
No.**

Minutes

Action

The Clerk declared an interest in relation to her employment at St Mary's College, as the Clerk to the Board of Governors.

Item 2 – Noted: *The Committee resolved to note the declaration.*

- S.22.48 ITEM 3: MINUTES OF THE PREVIOUS MEETING OF 1st DECEMBER 2021**
Members were given the opportunity to raise any points of inaccuracy from minutes of the meeting held on December 1st.
The Chair invited members to raise any additional matters not included under item 4 or elsewhere in the agenda, with none raised, the minutes were approved.
Item 3 - Approved: *The Committee resolved to approve the minutes of the meeting held on 1st December 2021.*

- S.22.49 ITEM 4: MATTERS ARISING / ACTIONS SUMMARY**
The Clerk summarised the report, highlighting the importance of the action summary in demonstrating the impact of the Committee.
- Members were reminded that the Scrutiny Group would benefit from the support of members, asking for volunteers to contact the Clerk or Deputy Principal. The Deputy Principal provided members with an overview of the type of work to be undertaken by the Scrutiny Group and format for the meetings.
- The Committee Chair assured the Committee that the information would be fed back to the Committee, allowing for a more detailed review of areas of concern.
- In response to questions, members were assured that it would not be the whole curriculum area reviewed, but the specific area of concern, for example retention, attendance or achievement with an anticipated time commitment of one to one and a half hours per term.
- Members highlighted the need to ensure the Group was positioned as a supportive measure to ensure governor presence did not make the staff involved feel under unnecessary increased pressure.
- Member Katy Robinson offered her support to the group.
- In summarising the final outstanding actions, the Clerk informed the Committee that a website compliance check had been included in the annual schedule of business, and this would be an ideal opportunity for all aspects of the website to be reviewed, and would be undertaken by the AP MIS and Apprenticeships in the coming weeks.
- Item 4 - Resolved:** *The Committee noted the update, resolving to support the College's approach with the setting up of the Scrutiny Group with two members appointed and plans to feed back to the Committee from the Group.*

- S.22.50 ITEM 5: CONFIDENTIAL BUSINESS**
No items within the minutes or on the agenda were considered to be confidential.

**Minute
No.**

Minutes

Action

The Chair reminded members and attendees that the discussions within the meeting were considered confidential until the minutes are approved and published.

Item 5 – Resolved: *The Committee resolved to approve the minutes for publication. The Committee confirmed they did not need any items on the agenda to be reviewed confidentially.*

S.22.51 ITEM 6 CURRICULUM REPORT

The Deputy Principal expressed her gratitude to the AP's for supporting the Deep Dive Process and associated action planning activities. The following key points from the report were highlighted to members:

- Adult enrolment exceeded targets, with additional funding awarded
- Timed assessments at KGV saw improvements in 21 out of 26 subjects
- Progress had been made against the College marketing plan
- Departmental progress against targets indicated stronger retention and achievement rates
- The appointment of an AP for MIS and Apprenticeships had seen the implementation of a working party for trained assessors for all involved in the journey to support more rapid improvements
- Plans were in place to appoint an apprenticeship manager (on a 0.5 basis) to oversee quality and work with assessors, to ensure the quality of reviews and feedback given, to work alongside the Deputy Principal, AP's for Teaching, Learning and Quality and MIS and Apprenticeships as well as the Heads of Faculty
- Plans for Investment in resources to support areas of concern and for high needs learning
- A high needs consultant will be in College in April to look at cross-college provision
- Curriculum planning and been brought forwards, with a costed curriculum plan drafted by the AP MIS and Apprenticeships
- Provision needs defining on the website, in particular part time provision
- A further Open Event will coincide with parents evening ahead of the Easter break, with new curriculum areas showcased
- Recruitment for the new courses was considered to be mixed, successful for construction and child care with less success in digital, with consideration given as to whether some level 3 applicants may be able to undertake the T Level

Members asked for additional detail around the deep dive process, with a full explanation given, detailing the staff involved with the support of an external consultant. Members were advised that the process covered the whole curriculum area, including HE and apprenticeships.

The Deputy Principal was thanked for providing the deep dive reports and action plans, which had been at the request of the Committee following concerns over consistency. Members agreed that the quality was now standardised with there no longer being the need to include copies of the deep dives in future reports. It was noted that whilst the quality of the deep dive reports was high, the action plans remained inconsistent, with concerns raised over the target dates, indicating that the students deserved swifter action where necessary improvements were identified. Members asked if

**Minute
No.**

Minutes

Action

training around target setting was the issue, with members assured that this had been acknowledged as an issue, with push back in some areas due to staffing issues and absences. Members acknowledged that absence would impact the delivery of improvements, but insisted that this should be mitigated to ensure the students were given the best opportunities. Members stated targets need to be aspirational with Heads of Faculties pushing forward irrespective of any challenges faced.

A member highlighted how comments on one course report, where retention was poor, were considered to be inconsistent with information on the website. The report indicated retention was poor because the students had unrealistic expectations, yet the website listed this information as something the course would give insight into.

Members asked about inconsistencies with diagnostic testing, with the Committee advised that some courses had been using minimum expected grades using the Alps methodology, with others generating their own through assessing performance to provide a starting point to inform planning and delivery. Members noted that where starting point information had been generated through prior attainment and not their own assessment, a course had lost ten students, indicating that this needed to be considered as a factor affecting retention and should be addressed.

Staff suggested monthly check points to monitor improvements, with Committee members insisting that getting the starting points right would relieve additional work for the senior team in monitoring improvements as they would be there from the outset.

The item concluded with the Deputy Principal thanked for the report, considered to be concise and well written.

Item 6 – Resolved: *The Committee resolved to accept the update, suggesting targeting setting following deep dives needed to improve along with consistency over initial assessments.*

S.22.52 ITEM 7: 2021-22 QUALITY DEVELOPMENT PLAN UPDATE

The AP Teaching, Learning and Quality provided the Committee with an overview of the summary.

Members were assured that actions were in place for improving retention and achievement. Members were advised the 19 plus pass rate was included for transparency, highlighting how the learners have the opportunity to re-sit therefore this was not considered to be concerning. Members were advised that personal development had seen significant improvements with good rates of participation in extracurricular activities.

Considerable activity had been undertaken to improve basic skills in high needs students, with this on track to improve.

Attendance was highlighted as an ongoing cause for concern, with targets unlikely to be met, with timely completion of apprenticeship reviews also remaining below target, with considerable work undertaken to address the issues.

**Minute
No.****Minutes****Action**

Relating to Leadership and Management, members were informed of progress in all areas relating to curriculum planning and staff wellbeing

Members highlighted how some issues were persistent, with particular concern for apprenticeships, noting the expectation that Ofsted would likely re-inspect the year after next at the latest. The Deputy Principal acknowledged that the pace for improvements had not been rapid enough. The Committee was assured that progress was underway with the AP MIS and Apprenticeships having only been in post since January, yet already putting in place processes to facilitate improvements with compliance and quality, with the new Apprenticeship Quality Manager post set to add further support to with achieving progress within the set deadlines.

The AP MIS and Apprenticeships summarised work to date and issues relating to reporting that had been detrimental to the data, advising the Committee that achievement rates were on track to improve. Members noted that as one of the biggest apprenticeship areas, health and social care had less than 50% of the apprentices receiving timely reviews. Members were assured that contact had been made, however, it had not been formalised and documented in the right way, with a new system being introduced to improve the data.

A member asked if additional qualifications were built into the apprenticeship framework, with the Committee assured that this was being built into discussions with employers to ensure that students were receiving the right additional qualifications to improve progression and benefit the employer, either through the levy or at full cost.

Members had a detailed discussion about the attendance rates, acknowledging that the Pandemic had a wider impact on mental health and habits, noting targets had not reduced following the Pandemic, with attendance at all levels of education having been affected, with gender differentials having a wider impact on female dominated courses.

Members considered implementing more achievable targets to be measured from this point forward, with members highlighting the importance of the strategy, focus and accountability over the actual target, conceding that lowering targets may lower aspirations.

Members were informed of a lack of consistency over what constitutes authorised and unauthorised absence throughout the sector, making benchmarking difficult; with the college analysing attendance at student level not course level to ensure patterns can be addressed.

Members discussed the legacy impact of virtual learning, asking if students were continuing to try to access provision remotely. Members were advised flexibility was available where necessary, with remote delivery where staff are isolating, but not offered as an option for students isolating. Members were however assured, that the college remained accommodating where a justifiable reason is presented, for example, a student with anxiety worked remotely with a gradual return to onsite learning.

Members were informed of the DfE mandate for all College's to return to face to face lessons, with those not yet ready to engage in a face to face programme encouraged to consider taking time out an re-enrolling in the next academic year.

Members considered the impact of CAGs and TAGs on the number of students resitting English and maths, as well as the reasons behind lower attendance for these subjects, with strategies for improvement outlined.

Members concluded that the of poor attendance on outcomes was too high not to maintain aspirational targets. This would ensure strategies continued to focus on making sure students that enrolled then attended. Members indicated they were assured that this remained a priority with actions in place, urging SLT to maintain wide considerations when ascertaining the underlying reasons for absences, accepting that this was varied, from the pandemic, to personal circumstances and quality of lessons, with a need for strategies to be bespoke.

Mark Aberdein arrived via video link.

The process for reporting absence and managing persistent absence was outlined and it was agreed that there need to be clear definitions of what constituted authorised and unauthorised absence and this would be built into a policy.

**AP T, L &
Q**

Item 7 – Resolved: *The Committee resolved to accept the report, noting the pace of improvements in apprenticeships has been too slow, but are now being addressed, along with continued efforts to improve attendance with authorised absence codes to be worked into a policy.*

ITEM 8: LEARNER VOICE

S.22.53 8.1 Semester 1 Learner Feedback

The Chair invited the AP Teaching, Learning and Quality to summarise the report, reminding the Committee of the verbal report provided at the last meeting.

Disappointment at the return rate was reiterated, however, the data from those that had responded was considered to be positive overall.

Concerns over assignment schedules at KGV had been addressed, considered to be a misunderstanding of the question with this being something provided to BTEC students.

Members discussed in detail negative responses in relation Level 1 STEAM subjects, and although assured that contact would be made with every student responding that they felt unsafe, members considered if it was the questions that needed to be reconsidered if students were not able to understand them.

Members discussed and raised concerns over how accurate and honest responses would be if they were supported to complete the surveys by staff, even if only the questions were explained with students then allowed to respond anonymously, members insisted that this would still influence the responses. Members also highlighted how unlikely it would be that students would want to say so early in their course that they don't understand something.

Minute No.	Minutes	Action
	<p>Members proposed the terminology – asking students to support with college progress, would cause confusion, with some learners thinking they were commenting on their own progress and not how well their course was progressing.</p> <p>The item concluded with a reiteration of the comments made in December, with the Committee insisting someone needs to take responsibility for completion rates with a clear strategy for improvement before the next survey is issued.</p>	AP T, L & Q
S.22.54	<p>8.2 Student Engagement Strategy</p> <p>The AP Teaching, Learning and Quality presented the strategy for student engagement as requested by governors in line with the Committees terms of reference.</p> <p>Members discussed the need to have an overarching summary of all strategies and policies to facilitate discussions around delegated authority. The Principal assured the Committee that this was in hand, now being overseen by the AP MIS and Apprenticeships and would be shared with the Clerk once completed.</p> <p><u>Item 8 – Resolved:</u> <i>The Committee resolved to accept the report and approved the student engagement strategy.</i></p>	AP MIS & Appren.
S.22.55	<p>ITEM 9 EQUALITY AND DIVERSITY REPORT</p> <p>The Head of Student Support and Inclusion summarised the report, highlighting how it addressed concerns raised by members in relation to the staff survey feedback, contextualised against the backdrop of the consultation and Pandemic. Members were informed of training for staff as well as staff consultation through the forum meetings, highlighting how the responses had contradicted those of students, where 99% had felt that the college valued equality and diversity.</p> <p>Other points raised at the previous meeting were addressed by the Head of Student Support and Inclusion, with training on accessible online lessons delivered to all staff and a note made to include the number of students in future reports to highlight where low numbers was skewing the data when shown as percentages.</p> <p>Activities were summarised, with enrichment considered to be going well, training on unconscious bias well received, visitors invited in for HIV awareness week and college representatives attending the Proud to be Back event at Greenbank High School.</p> <p>Members were assured by progress undertaken to update the ‘Working for You’ booklet, which would be finalised and published at the end of March to meet the Equality Act Public Sector reporting requirement.</p> <p>Future activities and conferences, including an upcoming focus on neurodiversity with the Umbrella Project were outlined, with plans to feedback from these events to the Committee in June.</p> <p>The Committee thanked the Head of Student Support and Inclusion for the update, noting the considerable work undertaken whilst acknowledging the</p>	

**Minute
No.**

Minutes

Action

need to see improvement in the staff survey outcomes at the next feedback point.

Item 9 – Resolved: *The Committee resolved to accept the update.*

S.22.56 ITEM 10 DESTINATIONS REPORT 2020/21

The AP Student Experience and Welfare advised the Committee that the report covered 16-18 learners and included comparative data for the last three years. The data was considered to be positive overall, with a reduction in unknowns and an increase in positive destinations. The Committee were assured by aspirations to reduce further the percentage of unknown destinations.

Members thanked the AP Student Experience and Welfare for the explanation of the prestigious destinations and noted the high percentage of learners choosing to progress to higher education in the North West, commenting on the excellent facilities at some local universities. Members asked for the next report to include student numbers rather than percentages.

**AP
Student
exp. &
Welf.**

A member asked what made students choose to travel outside of the area, giving consideration for whether some courses were not available locally, contemplating if that presented an opportunity for the College. Following discussions, members concluded that students were served well by the high quality and broad local HE provision, however, agreed some students were attracted to the university experience and the prospect of living away from home. Members conceded that transitioning into adulthood away from home appealed to some young people, particularly now face to face learning had resumed at most universities and the College would not want to discourage or reduce the ambitions of their learners to explore opportunities in other parts of the country.

Members were advised of plans to opt into additional benefits offered by UCAS to gain deeper insights into destination data, including local high school leaver information. Members agreed this would support with curriculum planning and would offer value for money, increasing student support and ensuring the curriculum met the needs of students, through the facilitation of courses that offered suitable routes for progression.

Members were informed that data collected by the ESFA was becoming more widely available, having previously been collected but not shared; this was now also being used to support colleges in planning their provision.

Members discussed the power of prestigious alumni in gaining support for the college, with a recent radio broadcast interviewing a famous chef who often voices praise for the College. Members and staff discussed how the person in question had previously been an active supporter of the college, with attempts made recently to strengthen the relationship. It was noted that the town also had a key objective to gain the support of a sponsor for a destination penthouse restaurant at the luxury hotel being built as part of the regeneration bid, with it considered productive to work together on gaining support for the town and College.

Item 10 – Resolved: *The Committee resolved to note the update, commending the College for their efforts in raising student aspirations.*

S.22.57 ITEM 11 RECRUITMENT UPDATE

The AP Student Experience and Welfare summarised the detail of the report, with applications up 5.8% compared with the same point last year. Members were advised of simplified processes for internal applicants looking to progress, indicating this would generate a further 300 to 400 students not included within the application data. Members commended staff over the increased applications and steps for removing barriers for applicants. Members noted that although application data was promising, they expected focus to remain on gaining an understanding of why some students still choose to study elsewhere.

Members were advised that the additional data from UCAS would support with understanding the choices of the local learners. Plans to start working with partner high schools from year 8 were outlined, highlighting how this would ensure there was a strong relationship built between the young people in the area and the college by the time students make their decisions and apply in year 11.

The Committee members were reminded of the strength of local competitors and the geographical challenges for the coastal college. The College was aware of an inspection taking place at one of their local competitors, currently rated as outstanding, with plans in place by the marketing team to counteract any heavy marketing by them should they maintain their outstanding grade at inspection.

Members commended the proactivity of the student liaison and marketing teams and thanked the AP Student Experience and Welfare for eth update.

Item 11 – Resolved: *The Committee resolved to note the update, congratulating staff on improved applications whilst asking for focus to continue on understanding the reasons some students do not choose to study at Southport College.*

ITEM 12: SAFEGUARDING**S.22.58 12.1 – Termly Update Report**

The AP Student Experience and Welfare indicated that the summary was only a brief outline of the work undertaken, commending the team for the volume of support offered and training undertaken in the reporting period.

The committee members were informed of the success of the strategic decision to give safeguarding officers areas of focus, which has deepened knowledge.

The Committee were informed the College had signed up to the AOC's Mental Health Charter, with a visit from Richard Cauldfield, the AOC's North West Regional Director and Mental Health and Wellbeing Lead. This resulted in an action plan as circulated to members, along with the updated Prevent action plan. Members noted how encouraging it was to see many of the actions already green, noting that one action was marked as completed but still colour coded as amber.

Other activities summarised included collaborating with Merseyside Police Crime Reduction on a theatre piece around peer on peer abuse, premiered in February and delivered to over 70 students, receiving positive feedback.

**Minute
No.**

Minutes

Action

Members discussed the rise in young people presenting with eating disorders, considered to be as a result of the Pandemic, with students continuing to struggle with the impact.

The AP Student Experience and Welfare was thanked for the detailed overview including the full review of the action plans. Members commented on the relevance of the actions outlined, and the increased accountability.

S.22.59 Item 12.2 – Policy Update

The AP Student Experience and Welfare presented two policies for approval, an update to the existing Safeguarding Policy following training on the 2021 updates to the KCSIE guidance, along with a new policy on sexual violence and harassment for approval.

Members noted that this evidenced how policies were live documents used by staff to support the running of the college and were not simply reviewed and recirculated annually as a compliance exercise.

The Committee asked how this was evidenced and embedded. The Committee were informed of training delivered at the start of each academic year, confirming that this was reviewed as part of the deep dives and learning walks. It was, however, acknowledged that an inspection early in the year would find this embedded and alive in the curriculum more than it may find later in the year. Members suggested that more could be done to remind staff throughout the year, including identifying curriculum content that could be used as an opportunity to have discussions with students around relevant issues, accepting that this was easier for some subjects.

Item 12 – approved: *The Committee resolved to recommend the policies to the Corporation for approval.*

S.22.60 ITEM 13: WORK EXPERIENCE REPORT 2020/21

The AP Student Experience and Welfare advised the Committee that significant improvements were seen since moving from faculty based work placements to a centralised work placement team.

The February CDF targets were met, and following the satisfactory return to the ESFA in December, they had been notified that the return is not required in March, with the next now due in June, with the Committee given a summary of the updated process for the coming year when T Levels commence.

Members commended the initiative introduced to ensure all A Level students undertake self-sourced work experience after their exams noting this would support them with progression.

Item 13 - Resolved: *The Committee resolved to note the update.*

S.22.61 ITEM 14: EMPLOYER ENGAGEMENT REPORT

The AP MIS and Apprenticeships informed the Committee that although numbers were not as high as predicted, funding is higher, mitigating the financial impact, with applications now increasing.

The data from the report was summarised, highlighting the year on year increase in levy employers, with members asking if higher level

**Minute
No.**

Minutes

Action

apprenticeships were offered, and advised that these were, but mainly only in health and social care.

Item 14 - Resolved: *The Committee resolved to note the update*

S.22.62

ITEM 15: AUDIT OUTCOMES AND RECOMMENDATIONS

15.1 – Apprenticeships

The Committee Chair introduced the review, highlighting that although there were concerns documented within the report, these were all areas already reported to the Governors by staff, with the IAS recommendations supporting the team to plan the required improvements.

The AP MIS and Apprenticeships outlined plans to reduce administrative and compliance burdens to make it easier to identify where issues were related to compliance or quality.

Members were informed of the need for more timely and accurate data, with the introduction of an e-portfolio system expected to deliver the improvements.

The Committee was advised that Issues relating to underutilisation of staff were due to the calculations, with part time and hourly paid staff not being factored in.

A member highlighted the importance of effective communication with employers, noting this had not been included within the report despite evidence that this had not been effective. The AP MIS and Apprenticeships acknowledged that this required improvement, explaining that the scope for the review had been broad; however, compliance issues influenced the direction of the review. Plans for a follow up in the next academic year were detailed alongside plans to improve communication including the introduction of newsletters and mystery shoppers.

The item concluded with a summary of the impact of the delayed move from frameworks to standards, with plans to work with end point assessment organisations, increasing engagement for some trades that had not previously had links. It was acknowledged that a deeper understanding of what learners need to be working towards and how assessors work with end point organisations was necessary.

S.22.63

15.2 – Student Journey Review

The AP Student Experience and Welfare summarised the three recommendations from the audit, acknowledging that all were areas already highlighted as needing improvement, with the review providing support in outlining specific actions to undertake.

A centralised system for logging and reviewing working at grades had been implemented, along with strategies to improve attendance, as discussed within the meeting.

Members were assured that interventions were being put in place at KGV, with the issue being around documenting and evidencing, with this now addressed, including plans to combine the academic and conduct disciplinary policies with training for staff on how to communicate and implement the changes.

Minute No.	Minutes	Action
	Members asked to review the policy ahead of implementation, with it agreed this would presented for information not approval.	AP Stud. Ex & Welf.

Item 15 - Noted: The Committee resolved to accept the report subject to oversight of implementation of the recommendations, including the updated policy for discipline.

S.22.64 ITEM 16: HIGHER EDUCATION

16.1 HE Quality Development Plan 2021-2022 Update

The AP Teaching, Learning and Quality highlighted the low applications, with the strategy for reviewing the College’s HE identity underway as outlined at the strategy day.

Members were informed that retention was currently at 84%, meaning the target would not be met, highlighting the impact of low numbers on roll on percentage figures. Members asked how retention was benchmarked, and were advised of different measures and thresholds for universities, where retention is across the three year course, indicating an inability to benchmark with the sector, therefore the targets were internal.

Attendance was also noted as low at 83%. This was contextualised against college attendance expectations, noting universities would have much lower thresholds for concern in relation to attendance, noting the impact of the Pandemic, with adult learners having preferred home learning due to additional time pressures.

The NSS had been launched, with participation rates low but already exceeding 2021. Members were informed negative responses were anticipated for teacher education courses based on recent feedback in learner voice activities. Plans to investigate and embed improvements were outlined and included learning walks scheduled for the area.

S.22.65 16.2 OfS Ongoing Conditions of Registration Compliance Report

The AP MIS and Apprenticeships highlighted issues with compliance with the rejection of returns for previous years. The Committee were informed that some had been resolved with two remaining outstanding, highlighting the volume of work in rectifying the data.

Members were assured of tightened control measures put in place to prevent further issues, with the key return dates provided for information.

Members asked if these issues had been notified to the Board previously, with clarification given of the previous internal lines of accountability falling to the VP Services, who fed information into the Resources Committee, with the Clerk clarifying that the reports had been presented to the Committee and Corporation.

Members discussed the administrative burden associated with HE provision and the OfS requirements, with a cost benefit analysis required when considered against the low number of learners, currently at 104, with members assured that this would form part of the strategic review.

Members clarified the position of OfS as regulator as the replacement regulator following on from HEFCE, noting the increased regulatory burden for FE providers of HE with increased scrutiny and reduced support.

Item 16 – Resolved: *The Committee resolved to accept the HE update subject to the strategic review of the offer.*

S.22.66 ITEM 17: REPORTING AGAINST STRATEGIC OBJECTIVES ACTION PLANS

SO1 - To provide excellent teaching, learning and support:

The AP Teaching, Learning and Quality highlighted how a number of the areas for concern and associated strategies for improvement had been covered by specific reports discussed by the Committee.

The pace of improvement was acknowledged as too slow, impacted by staff absence, with members accepting this had an impact but with work required to mitigate the impact on learners.

Members were advised that talks with the unions had concluded, with plans in place to reintroduce formal lesson observations, with this to be communicated to staff with support and training provided. In response to questions, members were advised that observations had never stopped, however, they had not been used as a developmental tool, only used in instances where there were concerns over quality, which was preventing good teachers from progressing to outstanding.

Members discussed the previously introduced peer observation process, and were informed that this had never been fully embedded due to being introduced just ahead of the pandemic, with it considered to have been a valuable exercise.

Members discussed the positioning of the reflective teacher programme, and challenged the acceptance of the reluctance to participate based on workload. Members acknowledged the difficult and challenging times faced in education, however, considered this to be an opportunity for self-improvement for the benefit of the students, Members considered that more positive positioning would increase participation.

The AP Teaching, Learning and Quality was thanked for the clear presentation of the information.

S.22.67 SO2 - To meet the needs of the community and contribute to the local and national economy by offering a carefully considered diverse range of professional, technical, and academic programmes:

The AP Student Experience and Welfare summarised the tasks completed since the last presentation of the action plan.

Members noted that there were no areas for concern, however asked that the SLT members used consistent colours for coding areas on track, in progress and completed.

S.22.68 SO3 - To facilitate students and apprentices achieving the highest possible outcomes to progress on to ambitious destinations:

The Deputy Principal informed the Committee of the need to update some target dates due to the change in staffing, with the AP MIS and Apprenticeships having only taken up post in January, therefore dates were moved on to prevent him being held to account for target dates he had not set and was not in post to action.

Item 17 – Resolved: *The Committee resolved to accept the update, subject to updating the colour coding for consistency.*

DP/AP's

S.22.69 ITEM 18: RISKS RELATED TO STANDARDS

The Clerk explained the process that had led to the introduction of Committee level risks being reviewed to provide an additional layer of review for the scoring and mitigations to build in additional assurance.

Members agreed that this level of awareness and scrutiny was necessary, with the Deputy Principal summarising the risks and mitigations in place. Members considered the impact of Committee level scrutiny of reports relating to performance as an additional mitigation.

Members were informed of the reduced risk in relation to the ROTAP application following notification of the successful application.

Item 18 – Resolved: *The Committee resolved to accept the report.*

S.22.69 ITEM 19: ITEMS TO BE REPORTED TO THE CORPORATION

The Clerk summarised the resolutions and recommendations to be presented to the Corporation as follows:

- For approval, Item 12.1, Safeguarding and Sexual Harassment policies
- For information, Item 7, 2021-22 Quality Development Plan Update (FE)
- For information, Item 16, 2021-22 Quality Development Plan Update (HE) to include the OfS report

Members considered the benefits of recommending for information the marketing update, with the Principal confirming this would be included within the Principal's report.

Item 19 – Resolved: *The Committee resolved to highlight these items to the Board.*

S.22.70 ITEM 20: IMPACT STATEMENT

The Chair stated that the impact was evident from the meaningful discussions, questions and challenge enabled and facilitated by improved reports with only the executive summaries presented in the meeting. The impact of the summary reviews had facilitated creativity from members, allowing their experiences to be utilised for the benefit of the students.

Item 20 – Noted:

S.22.71 ITEM 21: CLOSING COMMENTS AND DATE OF NEXT MEETING

The Chair thanked everyone for their attendance and patience with the hybrid technology. It was acknowledged that although the meeting had overrun, this had been due to the constructive and meaningful debates, suggestions and challenges.

Members agreed that the format had provided opportunity to contribute effectively to the discussions.

**Minute
No.**

Minutes

Action

Staff were thanked for their hard work in producing and circulating the reports in a timely way with work to reduce paperwork evident but ongoing.
The next meeting was noted to be on Wednesday 22nd June 2022.

Item 21 – Noted:

The meeting ended at 5.20pm.