

Meeting commenced: 16.00

Meeting ended: 17.50

PRESENT

Mrs Liz Rushton
Mrs Jayne Dickinson
Mr Bob Pickles
Ms Kirsty Penfold
Ms Amran Mohamed
Ms Alam Begum

Independent Member
Principal and Chief Executive
Independent Member
Academic Staff Member
Student Member
Student Member designate

Chair

APOLOGIES FOR ABSENCE

Mr Simon Potten
Mr Rory Percival

Independent Member
Student Member

IN ATTENDANCE

Mr Andrew Baird
Mrs Jyoti Baker
Mr Kevin Standish
Ms Kam Dehal
Ms Gwen Hurrion
Mrs Frances Harris

Chair of the Corporation
Vice Principal: Finance and Resources
Deputy Principal: Curriculum and Standards
Director of Business Development
Associate Director Student Support
Assistant Principal Curriculum and Standards

CLERK

Mrs Sue Glover

Clerk to the Corporation

LQC.01.19 DECLARATION OF INTERESTS

Members and officers were reminded of the need to declare any personal or financial interest in any item to be considered during the meeting.

LQC.02.19 APOLOGIES FOR ABSENCE

Apologies for absence were received from:

Mr Simon Potten - business commitments
Mr Rory Percival - personal commitments

AGREED

The Learning and Quality Committee accepts the apologies for absence.

LQC.03.19 NOTIFICATION OF ANY OTHER BUSINESS

Members agreed that there was no additional business for consideration.

LQC.04.19 UNCONFIRMED MINUTES OF THE MEETING OF THE LEARNING AND QUALITY COMMITTEE HELD ON 22 NOVEMBER 2018

The minutes of the meeting were agreed and signed as a correct record.

Lizbeth Rushton 24/01/2019

LQC.05.19 MATTERS ARISING AND ACTION POINTS FROM THE MINUTES OF THE MEETING

The Committee agreed that there were no matters arising from the minutes of the meeting.

Members reviewed the Action Points arising from the meeting and agreed that all had been completed to the satisfaction of the Committee.

LQC.06.19 COLLEGE SELF-ASSESSMENT REPORT FOR 2017/18

The Deputy Principal: Curriculum and Standards presented the draft annual Self-Assessment report (SAR) for 2017/18.

Members were reminded that the proposed cross-college self-assessment grades for 2017/18 had been approved by the Corporation Board at the meeting held on 13 December 2018 and that authority had been delegated to the Chair of the Learning and Quality Committee to approve the final version of the SAR at this meeting.

The Board had approved the overall effectiveness grade as Outstanding so that the grading could be included in the Financial Statements, which had also been approved and signed by the Board for submission to the ESFA by the end of December.

Members were presented with each of the following key sections for consideration and approval together with the current inspection handbook from Ofsted:

- Section A – Effectiveness of Leadership and Management – Outstanding
- Section B – Teaching, Learning and Assessment – Outstanding
- Section C – Personal development, behaviour and welfare – Outstanding
- Section D – Outcomes for Learners – Outstanding
- Section E – 16 to 19 Study Programmes – Outstanding
- Section F – Adult Learning Programmes – Good
- Section G – Apprenticeships – Good
- Section H – Provision for learners with high needs – Outstanding

Members reviewed each of the sections of the SAR against the Ofsted framework and discussed the key strengths, areas of significant progress and key areas for improvement, together with supporting evidence for each, making a number of suggestions to enhance each section and key areas of strength.

In discussion, members agreed it would be helpful if each section could have a concluding paragraph summarising the key points and that an executive summary is also included to preface the document, which demonstrated the overall effectiveness grade of the College as Outstanding. It was agreed that the executive summary should take the form of a clear, succinct statement on Overall Effectiveness, summarising the position.

It was agreed that each of the areas graded as Outstanding had a sufficient amount of evidence to support this grade, which was further evidenced by the guidance given in the current Ofsted inspection handbook.

When considering the two areas graded as Good, it was noted that Section F, Adult Learning Programmes, had previously been awarded this grade. It was noted that adults who self-fund are not included within the achievement data and that, if those results were also included, the overall achievement rate would be higher. It was agreed that as there were still a number of improvements that could be made in order to improve the overall achievement of learners this area should remain as a Good grade.

Whilst it was disappointing that Section G, Apprenticeships, had been downgraded to Good from the previous year's Outstanding, the evidence clearly demonstrates that some achievement rates declined below the national average. It was noted that this decline particularly affected apprenticeships where in some areas apprentices have not been retained by employers, thus creating a fail.

During further discussion, members noted that this particularly affected 3 and 4 year apprenticeships. It was further noted that these apprenticeships are in skills areas that are in demand by local employers and that the duration of the programmes is consistent with the content prescribed by the Awarding Bodies. It was agreed that it is appropriate for this area to be graded as Good.

The Committee noted that the two Good grades were in areas which have comparatively fewer students. It was agreed, however, that despite two Good grades, there is sufficient evidence to award Outstanding for Overall Effectiveness.

RESOLVED

The Learning and Quality Committee approves the following sections and recommended grades of the self-assessment report 2017/18, subject to incorporation of amendments as discussed, and that the report is submitted to Ofsted at the end of January 2019

- Section A – Effectiveness of Leadership and Management – Outstanding
- Section B – Teaching, Learning and Assessment – Outstanding
- Section C – Personal development, behaviour and welfare – Outstanding
- Section D – Outcomes for Learners – Outstanding
- Section E – 16 to 19 Study Programmes – Outstanding
- Section F – Adult Learning Programmes – Good
- Section G – Apprenticeships – Good
- Section H – Provision for learners with high needs – Outstanding
- Overall Grade – Outstanding

LQC.07.19 COLLEGE QUALITY IMPROVEMENT PLAN 2018/19: AUTUMN TERM 2018

The Deputy Principal: Curriculum and Standards presented for consideration and approval the draft College Quality Improvement Plan (QIP) 2018/19.

Members were advised that the key areas for improvement from each section of the SAR have been incorporated into the QIP.

Members reviewed each section and the progress made against each improvement. It was accepted that the QIP could not be finalised until there is a final version of the SAR, but agreed that the QIP would be presented to the committee when it meets again at the end of February.

RESOLVED

The Learning and Quality Committee approves the draft College Quality Improvement Plan 2018/19, noting that this will be finalised following the final version of the SAR and that the QIP will be presented to the committee at the next meeting in February.

LQC.08.19 ANY OTHER BUSINESS
There was no other business.

LQC.09.19 SCHEDULE OF MEETINGS: 2018/19
Thursday 28 February 2019
Thursday 20 June 2019

All meetings commence at 16.00

As there was no further business, the Chair declared the meeting closed.

SIGNED AS A CORRECT RECORD:

DATE: Thursday 28 February 2019

Elizabeth Rushton