

THE CORPORATION OF EAST SURREY COLLEGE

LEARNING AND QUALITY COMMITTEE

MEETING HELD ON THURSDAY 23 JANUARY 2020

Meeting commenced: 18.00

Meeting ended: 20.00

Boardroom, East Surrey College, Redhill

Present

Liz Rushton	Independent Member	Chair
Jayne Dickinson	Chief Executive (College Group)	Principal ESC
Colin Monk	Independent Member	
Grace Marriot	Independent Member	
Lily Franklin	ESC Staff Member	
Natalie Watkins-Khan	JRC Staff Member	
Amran Mohamed	ESC Student Member	
Amy Whitear	JRC Student Member	

Apologies for Absence

Bob Pickles	Independent Member
Anne Smith	Independent Member
Simon Potten	Independent Member

In Attendance

Kevin Standish	Principal JRC & Quality Lead (College Group)
Jyoti Baker	Chief Operating Officer (College Group)
Gwen Hurrion	Director of Student Support ESC
Tracy Andrews	Assistant Principal JRC
Frances Harris	Vice Principal Interventions & Projects
Kam Dehal	Vice Principal Business Development
Rebecca Taylor	Vice Principal Curriculum & Standards ESC
Mitzi Gibson	Executive Director HR & Professional Development

Clerk to the Committee

Sue Glover	Director of Governance
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LQC.01.20 Declaration of Interests

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

LQC.02.20 Apologies for Absence

Apologies for absence were received from:

Bob Pickles	- business commitments
Anne Smith	- business commitments
Simon Potten	- personal commitments

Agreed

The Learning and Quality Committee accepts the apologies for absence.

DR. 23/01/2020

LQC.03.20 Notification of Any Other Business

Members agreed that there was no other business to be considered.

LQC.04.20 Unconfirmed Minutes of the Meeting of the Learning and Quality Committee held on 21 November 2019

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

LQC.05.20 Matters arising and action points from the minutes of the meeting

Members reviewed the schedule of action points arising from the minutes of the previous meeting.

It was agreed that all actions had been satisfactorily completed and that there were no other matters arising from the minutes of the previous meeting.

LQC.06.20 College Self-Assessment Report for 2018/19

The Chief Executive took the opportunity to feedback to the Committee the outcome of the two-day Monitoring Visit by Ofsted which had taken place this week. As the Nominee for the Monitoring Visit, the Principal JRC/Quality Lead (College Group) provided additional information on the progress of the Monitoring Review.

Members were advised that the visit had been very positive with Reasonable Progress given, a number of strengths were identified and a few areas to develop. It is normal practice for merged colleges to receive a full inspection within 3 years of a merger taking place. As the merger with JRC is one year in, a full inspection is expected within the next 2 years.

The Committee agreed that this was a pleasing outcome for the College and noted that a full overview will be given to the Board at the meeting to be held at the end of January.

The Principal JRC/Quality Lead (College Group) presented the draft annual Self-Assessment Report (SAR) for 2018/19, which has been based on Ofsted's new Education Inspection Framework (EIF).

Members were reminded that, at the previous meeting, the Committee had recommended to the Board that the proposed overarching grades for all areas of the College are graded as Good. The Board endorsed this recommendation at the meeting held on 12 December 2019 and reiterated that authority is delegated to the Learning and Quality Committee to approve the final version of the SAR at this meeting.

The Chair of the Committee advised that a number of comments and observations had been received from those members unable to attend this meeting and forwarded to the Principal JRC. These comments and observations would be raised as the meeting progresses under the relevant section so that they may be incorporated into the final version of the document as appropriate.

The Summary of Grades for all areas was reviewed and it was noted that one area had been graded as a 2 for Overall Effectiveness with a grade 3 for Quality of Education; the Committee considered that this area could not be graded with a higher grade for Overall Effectiveness than that awarded for Quality of Education, and it was agreed that this area would be further reviewed and the overall grade amended.

ER 23/01/2020

Members were presented with each of the following key sections for consideration and approval:

- Section A – Quality of Education
- Section B – Behaviour and Attitudes
- Section C – Personal development
- Section D – Leadership and Management
- Section E – Education Programmes for Young People
- Section F – Adult Learning Programmes
- Section G – Apprenticeships
- Section H – Provision for learners with high needs

Members reviewed each of the sections of the SAR, discussing the key areas of strength and giving consideration to the key areas for improvement, together with supporting evidence for each, and made a number of suggestions to enhance each section.

It was agreed that each of the areas graded as Good had a sufficient amount of evidence to support this grade, which was further evidenced by the guidance given in the new EIF.

When considering Section C, Personal Development, it was discussed whether this area could perhaps move to an outstanding grade as this is a particularly strong area for both colleges. It was agreed that further consideration may be given to this area outside of the meeting against the evidence available. However, it was agreed that the overall grade for Section C would otherwise remain as a Good.

There was also discussion regarding the grading of Section H, Provision for Learners with High Needs. This also was considered by members to be on the cusp of an outstanding grade. However, as with Section C, it was agreed that further consideration may be given to this area outside of the meeting against further evidence. However, it was agreed that the overall grade for Section H would otherwise remain as a Good.

Members commented that in particular, the document does not make it clear of the overall name for the merged college, in some instances this is referred to as East Surrey College when in fact it should be Orbital South Colleges. It was agreed that the document would be further reviewed and amended to reflect the overall arching name of Orbital South Colleges where appropriate with each College named separately otherwise.

In discussion, members agreed it would be helpful if there could be an executive summary included to preface the document, which demonstrated the overall effectiveness grade of the College as Good. It was agreed that the executive summary should take the form of a clear, succinct statement on Overall Effectiveness, summarising the position.

Members were advised that Ofsted had recently changed the date for submission of the SAR from the end of January to 14 February 2020. It was acknowledged that this would allow time for any further adjustments to be made to the document as discussed. It was agreed that any further comments or observations that members of the Committee may have following the meeting should be forwarded to the Principal JRC/Quality Lead (College Group) who would incorporate, as appropriate, into the final version of the SAR.

PK, 27/02/2020

It was noted that the Chair of the Committee would give an overview of the grading and key issues arising from the SAR to the Board when it meets at the end of January.

Resolved

The Learning and Quality Committee approves that the following sections of the self-assessment report 2018/19 are graded as Good, subject to incorporation of amendments as discussed, and that the report is submitted to Ofsted by the revised deadline of 14 February 2020

- Section A – Quality of Education
- Section B – Behaviour and Attitudes
- Section C – Personal development
- Section D – Leadership and Management
- Section E – Education Programmes for Young People
- Section F – Adult Learning Programmes
- Section G – Apprenticeships
- Section H – Provision for learners with high needs
- Overall grade for the College

LQC.07.20 College Quality Improvement Plan for 2019/20

The Principal JRC/Quality Lead (College Group) presented for consideration and approval the draft College Quality Improvement Plan (QIP) 2019/20.

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, and agreed that work should continue on the QIP and presented to the Committee for approval when it meets again at the end of February.

Agreed

The Learning and Quality Committee agreed that as the QIP is not able to be finalised until the SAR is complete, this will be presented to the Committee at the next meeting in February for consideration and approval.

LQC.08.20 Any Other Business

There was no other business.

LQC.09.29 Schedule of Meetings: 2019/20

Thursday 27 February 2020

Thursday 18 June 2020

All meetings commence at 18.00

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



Signed as a correct record:

Date: 27 February 2020