

THE CORPORATION OF EAST SURREY COLLEGE

LEARNING AND QUALITY COMMITTEE

MEETING HELD ON TUESDAY 25 JANUARY 2022 VIA MICROSOFT TEAMS

Meeting commenced: 16.00

Meeting ended: 17.20

Present

Liz Rushton	Independent Member	Chair
Jayne Dickinson	Chief Executive (College Group)	
Colin Monk	Independent Member	
Grace Marriot	Independent Member	
Anne Smith	Independent Member	
Bob Pickles	Independent Member	
Simon Potten	Independent Member	
Lily Franklin	ESC Staff Member	
Jhalak Limbachia	ESC Student Member	
Emily Russell	JRC Student Member designate	

Apologies for Absence

Natalie Watkins-Khan	JRC Staff Member
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In Attendance

Lindsay Pamphilon	Principal (College Group)
Jyoti Baker	Chief Operating Officer (College Group)
Frances Harris	Vice Principal Student Support (DSL) & Interventions
Kam Dehal	Vice Principal Business Development
Rebecca Taylor	Vice Principal Curriculum & Standards ESC
Michael Smith	Vice Principal Quality, Innovation & Student Experience

Clerk to the Committee

Sue Glover	Director of Governance
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LQC.01.22 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.

There were no declarations of interest.

LQC.02.22 Apologies for Absence

Apologies for absence were received from:

Natalie Watkins-Khan - business commitments

Agreed

The Learning and Quality Committee accepts the apologies for absence.

LQC.03.22 Notification of Any Other Business

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

LQC.04.22 Unconfirmed Minutes of the Meeting of the Learning and Quality Committee held on 18 November 2021

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

LQC.05.22 Matters arising and action points from the minutes of the meetings

Members reviewed the schedule of action points arising from the minutes of the previous meeting, noting that the Teaching, Learning and Assessment policy is being developed as a framework document and will be presented to the next meeting of the Committee for consideration.

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.

The Chair took the opportunity to inform the Committee that, as some members had commented, it would be helpful if there could be an update on the College's T Levels offer, this will be covered under the termly Quality & Standards report at the next meeting.

LQC.06.22 College Self-Assessment Report for 2020/21

The Vice Principal Quality, Innovation and Student Experience presented an overview of the key performance, activities and issues relevant to both Colleges to enable the Committee to consider and approve the final version of the College Self-Assessment Report for 2020/21.

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 be graded as Good. The Board endorsed this recommendation at the meeting held on 9 December 2021 and reiterated that authority is delegated to the Learning and Quality Committee to approve the final version of the SAR at this meeting.

The Summary of Grades for all areas was reviewed, noting these have been graded as 2 (Good), including Overall Effectiveness. A summary of the final Curriculum and Subcontractor SAR grades awarded following the recent Performance Reviews were also considered and members agreed it was helpful to reference these for each area.

Members were presented with the areas of strength and areas requiring development for each of the following key sections:

- Section A – Quality of Education
- Section B – Behaviour and Attitudes
- Section C – Personal development
- Section D – Leadership and Management

Consideration was given to each section and members discussed the key areas of strength and key areas for improvement, together with supporting evidence for each, making a number of suggestions to enhance each of the sections.

It was agreed that each of the sections contained a sufficient amount of evidence to support their grade and demonstrated a strong position.

The Committee was advised that each of the following sections detailing the types of provision have been graded as 2 (Good):

- Section E – Education Programmes for Young People
- Section F – Adult Learning Programmes
- Section G – Apprenticeships
- Section H – Provision for learners with high needs

Members agreed that the summary of grades awarded at the Performance Reviews supported the grading of 2 (Good) for each of the types of provision. A number of committee members had attended the Performance Reviews and were able to comment on the robustness of the process, which very thoroughly evaluated the operation of each area before a grade is awarded.

The Committee agreed that the SAR document was excellent and very clearly and succinctly set out the position of the College. Members asked that thanks on behalf of the Board and the Committee are passed to all who have been involved for the amount of hard work and contribution made to the document.

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 on 3 February.

The Chair asked that the link to the SAR be circulated to the Corporation following submission.

Resolved

The Learning and Quality Committee approves that all sections of the self-assessment report 2020/21 are graded as Good, subject to incorporation of amendments as discussed, and that the report is then submitted to Ofsted.

- 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.07.22 College Quality Improvement Plan for 2021/22

The Vice Principal Quality, Innovation and Student Experience presented for consideration and approval the draft College Quality Improvement Plan (QIP) for 2021/22.

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, noting that progress made against each improvement will be continually updated. Members made a number of suggestions to enhance the wording of some of the sections 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 content would draw upon the finalised SAR, this would be presented to the Committee at the next meeting in February for consideration and approval.

LQC.08.22 Any Other Business
There was no other business.

LQC.09.22 Schedule of Meetings: 2021/22
Thursday 24 February 2022
Thursday 9 June 2022

All meetings commence at 18.00

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

Signed as a correct record:

A handwritten signature in black ink, appearing to read 'E. Rushon', is written next to the text 'Signed as a correct record:'.

Date: 24 February 2022