

THE FURTHER EDUCATION CORPORATION OF MIDDLESBROUGH COLLEGE

GOVERNING BODY

Minutes of the Governing Body meeting held on Monday 31 January 2011
at 5.00 pm in the Board Room

Present	Mr R Brady	Chairman	College Governor
	Mr J Autherson		College Governor
	Mrs S Bates		College Governor
	Mrs M Britton		College Governor
	Mr P Fiddaman		College Governor
	Mr A Hanif		College Governor
	Mrs A V Haskins		College Governor
	Mr M Hopkins		Principal / Chief Executive
	Mr R Johns		Staff Governor (Academic)
	Miss A McLaren		College Governor
	Miss R Murphy		Student Governor
	Mr G Rogers		Staff Governor (Business Support)
	Miss S Shepherd		College Governor
	Mrs C A Wheatley		College Governor
	Mr D Whitaker		College Governor
	Mr B H Whitfield		College Governor

Officers	Mr R Atkinson	Assistant Principal - Registry, Estates & Governor Services
	Mrs Z Lewis	Deputy Principal - Corporate Services
	Mrs S Morton	Vice Principal - Curriculum & Quality
	Mrs S Wright	Vice Principal - Curriculum & Quality

The Chairman of Governors welcomed Mrs Sandra Morton to her first official Governing Body meeting following her appointment as Vice Principal - Curriculum & Quality.

The Chairman of Governors also welcomed Ms Rebecca Murphy as Student Governor for the 2010 / 2011 Academic Year following her appointment on the 20 December 2010.

11/001 **ITEM 1 APOLOGIES**

Mr T Arnold	College Governor
Mr A Hume	Student Governor
Mr M McClintock	College Governor

11/002 **ITEM 2 MINUTES**

2.1 Minutes - 14 December 2010

The minutes of the Governing Body meeting of the 14 December 2010 were **approved** as a true record and duly signed by the Chairman of Governors.

2.2 Minutes - 20 December 2010

The minutes of the Governing Body meeting of the 20 December 2010 were **approved** as a true record and duly signed by the Chairman of Governors.

11/003 **ITEM 3 MATTERS ARISING**

None.

11/004 **ITEM 4 DECLARATION OF INTERESTS BY THE GOVERNING BODY AND THE SENIOR MANAGEMENT TEAM**

None.

11/005 **ITEM 5 GOVERNANCE**

5.1 Governance Up-date

The Assistant Principal - Registry, Estates & Governor Services presented an up-date in relation to Governance issues affecting Middlesbrough College and the FE Sector.

The Governing Body welcomed the up-date and noted the process being undertaken by the Selection (Senior Posts) Committee. Members of the Committee were **endorsed** as the Chairman of Governors, Vice Chairman of Governors, Chairman of Audit Committee, Chairman of Employment Policy Committee and Principal / Chief Executive. Interviews are scheduled for Thursday 3 February 2011 and the current postholder would be applying for the post.

A further up-date would be part of the Principal / Chief Executive's Report, detailed under agenda item 7.

5.2 Governance Self Assessment 2010 / 2011

The Assistant Principal - Registry, Estates & Governor Services presented an up-date following discussing at the meeting on the 20 December 2010.

To date, six Governors have responded to the questionnaire with further reminders being sent out by Druines Limited in the next few days. All Governors were encouraged to complete the online questionnaire as soon as possible so that the reports could be collated for discussion at a future Governing Body meeting.

A reminder e-mail would be circulated to those Governors who have not responded.

5.3 Middlesbrough College Annual Report 2009 / 2010

The Assistant Principal - Registry, Estates & Governor Services reported that the 2009 / 2010 Middlesbrough College Annual Report is still being compiled and would be available for the next meeting. The format of the Annual Report has been changed this year and this has led to a longer lead time to compile the report.

After some discussion, it was **agreed** that:

- the 2009 / 2010 Annual Report would be circulated to all Governors in the next few weeks and would be approved at a future meeting.

11/006 **ITEM 6 COMMITTEE MINUTES**

6.1 Employment Policy (25 January 2011)

Mrs Zandra Haskins, Chairman of Employment Policy Committee, verbally reported on the issues discussed at the Employment Policy Committee on the 25 January 2011 (*re-arranged from 25 November 2010*). These included updates on JCNC, Voluntary Severance Scheme, Term 3 Human Resource Statistical Report and the 2009 / 2010 Workforce Development Annual Report.

It was reported that the unconfirmed minutes would be available for the next meeting of the Governing Body on the 4 April 2011. There were no decision items that needed to be approved by the Governing Body.

11/007 **ITEM 7 PRINCIPAL / CHIEF EXECUTIVE'S REPORT**

The Principal / Chief Executive reported on a number of issues during the period 20 December 2010 to 23 January 2011 inclusive relating to his work on the Senior Team Restructuring, Education Maintenance Allowance (EMA), Partnership and Learner Voice.

The Governing Body welcomed the up-date in relation to the future recruitment of a Student Sabbatical Officer, including an indicative salary of £12,000 per annum. After positive feedback from the Student Governor, Ms Rebecca Murphy, the Governing Body **endorsed** the recruitment. It was also noted that the Student Union Constitution would need to be revised and this would be presented to a future Governing Body meeting for approval.

A number of newspaper articles charting the success of Middlesbrough College were also received for information.

The report also highlighted two appendices, which related to the Job Descriptions of the new posts of Assistant Principal - Marketing, Communication, Registry, Admissions & Clerk and Managing Director Business Partnerships, Innovation and Enterprise. After some discussion and an up-date in relation to the progress being made with the SMT Structure, it was **agreed** that:

- the Assistant Principal - Marketing, Communication, Registry, Admissions & Clerk Job Description is approved.
- the Managing Director Business Partnerships, Innovation and Enterprise Job Description is approved.

It was noted that the Selection (Senior Posts) Committee is meeting on Thursday 3 February 2011 to interview the candidates for the post of Assistant Principal - Marketing, Communication, Registry, Admissions & Clerk. The Governing Body would be kept abreast of developments and would be informed of the decision in due course.

A brief overview on the whole process including the other posts was shared with the Governing Body. All decisions would be made by Friday 4 February 2011 and communicated to the Governing Body thereafter.

The Principal / Chief Executive and Deputy Principal - Corporate Services then up-dated the Governing Body on the work being undertaken by the College and the wider FE Sector on the reduction in the Educational Maintenance Allowance (EMA). Following representations to the Government, further work has been carried by the College and a range of benefits aimed at supplementing some of the lost income whilst hopefully attracting new students to the College in 2011 / 2012 was tabled. This has been costed in the region of £500,000 - £600,000.

After discussion on a number of salient points in relation to its affordability, impact, publicity and whether other Colleges in the Tees Valley had been consulted, it was **agreed** that:

- the proposed benefits for Students, as tabled was approved.

11/008 **ITEM 8 SHAPING OUR FUTURE (THE NEXT STEPS) UP-DATE**

The Principal / Chief Executive and Deputy Principal - Corporate Services verbally updated the Governing Body on a number of issues that were first discussed at the Governing Body on the 14 December 2010. These were in relation to merger, role of Middlesbrough College in 14 – 19 education in Middlesbrough, Academy of Sound, discussions with external organisations and the proposed Sixth Form Development.

It was noted that Governing Body decisions would need to be taken on the 4 April 2011. The Strategic Planning Day, scheduled for the 19 March 2011, would aid some discussion on these key issues as well as discussing the new Strategic Plan.

During discussions the Chairman of Governors informed the Governing Body that a small working group would be established to work alongside the Principalship in discussing some of the key issues / themes prior to being formally discussed at the Governing Body. The Chairman of Governors would approach some College Governors to participate on this group.

The Governing Body welcomed the up-date and whilst most of the issues discussed were still in early discussions, it was **agreed** that:

- the Governing Body minutes would not disclose full discussion due to commercial sensitivities.

11/009 **ITEM 9 CAPITAL BUILD UP-DATE**

The Deputy Principal - Corporate Services reported on discussions held with the Tees Valley Unlimited Middlehaven Board on the issues relating to car parking. After some discussion on the key points in the proposal, it was **agreed** that:

- Middlesbrough College would purchase for £400,000, sufficient land to accommodate 200 surface car park spaces.
- leases for temporary surface parking would be granted over the areas of existing temporary parking.
- the land sold to the College would be gifted back at such time that a decked / multi-storey car park is built by the partners in the future.
- a bond to the value of £1m would be given by the College toward the costs incurred by the partners of constructing a decked or multi storey car park and if this bond is called upon then this will secure the College 400 spaces in perpetuity on either that site or another in the same proximity to the College. The bond cannot be called upon until 31 July 2018.

Other recommendations related the above were all noted for information.

11/010 **ITEM 10 TARGET SETTING 2010 / 2011**

The Vice Principal - Curriculum & Quality presented the proposed College Targets for 2010 / 2011 and reported that these are established by key staff who are required to consider previous data, National Benchmarks, Internal Benchmarks and best practice.

A brief summary of the outturn for 2009 / 2010 was discussed and noted below for information.

- Success Rates did improve overall by 4%.
- For all long programmes, the College achieved its targets except for 16-18 Long Level 2.

- Retention targets were achieved for Long Level 1 and 2 for 16-18 yr olds and 19+, but the College did not achieve targets at Long Level 3 and on short programmes.
- Achievement targets were met and exceeded for 16-18 yr olds at Long Level 1 and 3 but not at Level 2 and for 19+ learners, all targets were achieved.
- Short programmes for 16-18 yr olds and 19+ underperformed and did not meet targets.

It was then reported that the 2010 / 2011 targets were set, as in previous years, in the Autumn Term to reflect known National Targets and 2009 / 2010 data.

Following discussion on the targets proposed and the rationale for changes to the targets and the change to the time-scales approving the target, it was **agreed** that:

- the 2010 / 2011 Targets are approved, as detailed in ***Appendix 1*** of the unconfirmed minutes.

11/011 **ITEM 11 RESOURCE MATTERS**

11.1 Management Accounts *(November 2010)*

The Deputy Principal - Corporate Services presented the November 2010 management accounts and it was noted that the College is forecasting to outturn an operating surplus of £50,000 against a budgeted operating surplus of £640,000 for the year to 31 July 2011.

To the end of November 2010, there is an operating surplus of £728,000 against a budgeted surplus of £1,018,000.

The management accounts referred to a number of variances including income, payroll and non pay costs, which are summarised on pages 3 to 7 and were noted for information.

The Governing Body noted also that the differences in the current month actuals and the year end forecast was in relation to one-off and recurring costs and credits including FRS17 pension entries, restructuring costs and final costs associated with the disposal of the College's former campuses.

Cash balances are forecasted to be £5.4 million by the end of the year and this was calculated on the assumption that the Sixth Form Development would commence and £3.9 million would have been spent by the 31 July 2011.

It was noted that the capital expenditure had nearly all been spent but this is due to how the College spends and rolls out its capital in terms of the IT equipment, which is all front loaded.

The November 2010 management accounts were considered and received.

11.2 Recruitment & Progress against Target 2010 / 2011

The Deputy Principal - Corporate Services presented the Recruitment & Progress against Target 2010 / 2011 Report as at the 21 January 2011, which was considered and received for information.

The Governing Body noted the financial risks in the report.

11.3 Company Acquisition

The Deputy Principal - Corporate Services tabled a report detailing plans to acquire 'First Response Training Services Ltd' following negotiations over the past few months.

The Governing Body discussed the detail in the report, noting that the report was confidential and following consideration of the salient points in the report, including the draft head of Terms, the purchase price and the risks associated with the purchase, it was **agreed** that:

- Middlesbrough College would purchase First Response Training Services Limited for the purchase price, as detailed in the report.
- the report would be kept Strictly Confidential until the sale had been exchanged.

The Governing Body would be kept abreast of developments through the next few months with regards to the purchase, plans to grow the business, and whether to use the College's Subsidiary Company to manage its finances. The Skills Funding Agency approval for the purchase would also be sought, if required.

11.4 Cash Investment Policy (Risk Assessment)

The Deputy Principal - Corporate Services presented the report to inform Governors of the College's current practice in respect of short term cash investments following discussion on the 20 December 2010.

After some discussion based on the information and conclusions on page three of the report, it was **agreed** that:

- the Governing Body accepts the conclusion of the report in that the risk of placing surplus funds on Treasury deposits with a single organisation with the highest level of credit rating, is not inappropriately risky.
- the Governing Body should also widen its current policy to include other top rated UK owned banking institutions, where they are offering more preferential interest rates.

The Governing Body then received three presentations.

11.5 Funding Presentation

Mrs Fiona Gray, Planning & Funding Manager presented an up-date on Funding covering topics such as:

1. Main Funding Bodies.
2. National Priorities.
3. Funding Allocations / Formula.
4. Challenges Ahead.
5. College's Response.

A set of slides was tabled for information, which contained further detail on all of the topics. A number of questions were posed in relation to the presentation.

Following discussion, the Chairman of Governors, on behalf of the Governing Body, thanked the Planning & Funding Manager for her attendance and a very informative presentation.

11.6 Framework for Excellence Presentation

Mrs Carol Bromyard, Assistant Principal - Achievement, Standards & Examinations presented an up-date on the Framework for Excellence covering topics such as:

1. Framework for Excellence.
2. Performance Indicators.
3. Success Rates.
4. Learner Views.
5. Learner Destination Score.
6. Employer View.

A set of slides was tabled for information, which contained further detail on all of the topics and it was noted through discussions that the published data refers to 2008 / 2009. The College has made improvements in 2009 / 2010.

A number of questions were posed in relation to the presentation.

Following discussion, the Chairman of Governors, on behalf of the Governing Body, thanked the Assistant Principal - Achievement, Standards & Examinations for her attendance and a very informative presentation.

11.7 Virtual Interactive Classroom Presentation

Mr Trevor Brewis, Director of Programme and Mr Michael Grieg, Course Leader presented an up-date on the Virtual Interactive Classroom Presentation following approval of the project back on the 4 October 2010.

The presentation involved a cookery demonstration which was linked to the Board Room and also Mr Brewis' Office. The Governing Body was shown the benefits of the system along with the potential income from the project.

Following discussion and a number of questions within the limited time, the Chairman of Governors, on behalf of the Governing Body, thanked Mr Trevor Brewis, Director of Programme and Mr Michael Grieg, Course Leader for their attendance and informative presentation.

11/012 **ITEM 12 INFORMATION ITEMS**

The following items relating to the 2009 / 2010 and 2010 / 2011 Academic Years were for information only and the Chairman of Governors requested that the Governing Body notes these items.

12.1 Equality & Diversity Annual Report 2009 / 2010

12.2 Equality & Diversity Up-date 2010 / 2011

12.3 College Risk Register (19 November 2010)

11/013 **ITEM 13 DATE OF NEXT MEETING**

The Governing Body will meet as follows in 2010 / 2011.

- Monday 4 April 2011 at 5.00 pm.
- Wednesday 11 May 2011 at 10.00 am (**).
- Monday 11 July 2011 at 5.00 pm.

(**) Governing Body Training Morning.

There is also a Strategic Planning Day planned for 19 March 2011 from 9.30 am to 3.30 pm (revised times). Details of the agenda would be circulated in due course.

11/014 **ITEM 14 ANY OTHER URGENT BUSINESS**

The Deputy Principal - Corporate Services informed the Governing Body of the delays with the sale of the Acklam Campus, which was due to the reduction in funding from the Health Authority. This could mean a change in phasing of the payments, which Middlesbrough Council has agreed to in principle.

After discussion, the Governing Body **endorsed** the proposals and gave authority to the Principal / Chief Executive to ensure that the sale continues at the agreed value with some changes to the payment phasing, where appropriate to do so.

11/015 **ITEM 15 MATTERS FOR PUBLICATION**

All agenda papers will be made available in the normal way and circulated to the Learning & Resources Centre with the exception of:

11.3 Company Acquisition.

Unconfirmed minutes of the meeting, along with the agenda and any appendices, will be posted on the Governors' Website once approved by the Chairman of Governors unless any comments are received by the Assistant Principal - Registry, Estates & Governor Services from Governors within five working days of them receiving the unconfirmed minutes.

The Staff Governor (Business Support) left the meeting.

The Staff Governor (Academic) left the meeting.

The Student Governor left the meeting.

The Deputy Principal - Corporate Services left the meeting.

The Vice Principal - Curriculum & Quality left the meeting.

11/016 **ITEM 16 RESERVED MATTERS**

16.1 Principal / Chief Executive's Probationary Period

The Chairman of Governors verbally reported that following three formal reviews with the Principal / Chief Executive since his appointment on the 1 July 2010, and discussions at the Remuneration Committee on the 25 January 2011, it was **agreed** that:

- the probationary period for Mr Mike Hopkins, Principal / Chief Executive has now been successfully carried out and reviews would now take place annually as part of the Performance Appraisal Process.
- the Chairman of Governors would write formally to the Principal / Chief Executive in the next few days.

The Principal / Chief Executive was informed of the decision.

16.2 Staff Disciplinary Appeals Committee
(10 November & 17 December 2010)

The Vice Chairman of Governors reported on the decision made at the Staff Disciplinary Appeal Hearing on the 10 November & 17 December 2010 to support the case for dismissal. The Governing Body would be kept abreast of any developments in 2010 / 2011.

16.3 Remuneration (25 January 2011)

Mrs Ann Wheatley, Chairman of the Remuneration Committee along with Mrs Zandra Haskins, Vice Chairman of the Remuneration Committee presented a verbal up-date of the key issues discussed at the meeting on the 25 January 2011 (re-arranged from 25 November 2010). Minutes of the meeting would be shared with the Governing Body at its next ordinary meeting on the 4 April 2011.

The meeting focused on the Performance Appraisals of the Principal / Chief Executive (*refer to agenda item 16.1*), Deputy Principal - Corporate Services and the Assistant Principal - Registry, Estates & Governor Services.

The meeting closed at 7.55 p.m.

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Committee Circulation

Mr R Brady	College Governor
Mr T Arnold	College Governor
Mr J Autherson	College Governor
Mrs S Bates	College Governor
Mrs M Britton	College Governor
Mr P Fiddaman	College Governor
Mr A Hanif	College Governor
Mrs A V Haskins	College Governor
Mr M Hopkins	Principal & Chief Executive
Mr A Hume	Student Governor
Mr R Johns	Staff (Academic)
Mr M McClintock	College Governor
Miss A McLaren	College Governor
Miss R Murphy	Student Governor
Mr G Rogers	Staff (Business Support)
Ms S Shepherd	College Governor
Mrs C A Wheatley	College Governor
Mr D Whitaker	College Governor
Mr B H Whitfield	College Governor
Vacancy	College Governor
Mrs Z Lewis	Deputy Principal - Corporate Services
Mrs S Wright	Vice Principal - Curriculum & Quality



Appendix 1

Target Setting 2010 / 2011

Performance Against Target 2009 / 2010

Headline Success Performance Targets

	Target 07-08	Actual	Target 08-09	Actual 08-09	Target 09-10	Actual 09-10	Performance	Target 10-11
Long	75%	77%	79%	78%	80%	83%	Achieved target	84%
Short	91%	78%	91%	89%	91%	82%	Did not achieve target	91%
Very Short	95%	95%	96%	92%	100%	92%	Did not achieve target	100%
All	79%	79%	82%	80%	82%	83%	Achieved target	85%

Achievement against Success Targets for 2009 / 2010

	Target 16-18	Target 19+		Comment	16-18 Target 10-11	19+ Target 10-11
Long Level 1	81%	78%	Achieved 85% 16-18 Achieved 85% 19+ Achieved both targets	16-18 success rate is 5% above NR 19+ success rate is 9% above NR	86%	86%
Long Level 2	81%	83%	Achieved 80% for 16-18 Achieved 87% for 19+ Achieved 19+ target	Did not achieve the 16-18 target. However 80% is 3% above NR Achieved 19+ target. This is 12% above NR	84%	87%
Long Level 3	76%	79%	Achieved 77% for 16-18 Achieved 89% for 19+ Achieved both targets	The success rate for 16-18 is 1% below NR The success rate for 19+ is 5% above NR	80%	81%
Long Level 4	-	76%	Achieved 79% Achieved target	NR is 64%		85%
Short	90%	90%	Achieved 77% for 16-18 Achieved 83% for 19+ Did not achieve targets	16-18 success rate is 4% below NR 19+ success rate is at NR	83%	85%
Very Short	100%	100%	Achieved 99% for 16-18 Achieved 91% for 19+ Did not achieve targets	16-18 success rate is 8% above Nr 19+ success rate is 2% below NR	100%	100%

Retention Targets for 09-10

Achievement Targets for 09-10

	Target 16-18	Target 19+	Comment		Target 16-18	Target 19+	Comment
Long Level 1	86	87	Achieved 88% for 16-18 Achieved 90% for 19+ Achieved both targets	Long Level 1	95	89	Achieved 96% for 16-18 Achieved 94% for 19+ Achieved both targets
Long Level 2	86	89	Achieved 86% for 16-18 Achieved 91% for 19+ Achieved both targets	Long Level 2	95	94	Achieved 93% for 16-18 Achieved 95% for 19+ Achieved 19+ target
Long Level 3	86	87	Achieved 85% for 16-18 Achieved 83% for 19+ Did not achieve targets	Long Level 3	88	90	Achieved 91% for 16-18 Achieved 96% for 19+ Achieved both targets
Short	95	95	Achieved 92% for 16-18 Achieved 93% for 19+ Did not achieve targets	Short	95	95	Achieved 84% for 16-18 Achieved 89% for 19+ Did not achieve targets
Very Short	100	100	Achieved 100% for 16-18 Achieved 99% for 19+ Achieved 16-18 targets	Very Short	100	100	Achieved 99% for 16-18 Achieved 92% for 19+ Did not achieve targets

Middlesbrough College Targets (Success, Retention And Pass Rates) 2010 / 2011

		Completion year							
		16-18				19+			
Level		2007 - 08	2008-09	2009-10	TARGET 10/11	2007 - 08	2008-09	2009-10	TARGET 10/11
Long 1+E	Starters excluding transfers	1835	1758	1061		696	765	630	
	Success rate	75	79	85	86	76	72	85	86
	National rate	76	78	80		74	77	76	
	Retention rate	85	83	88	90	87	84	90	91
	National rate	86	87	88		85	87	86	
	Pass rate	88	96	96	96	87	86	94	94
	National rate	88	90	91		87	89	88	

Level	Completion year	16-18						19+			
		2007 - 08	2008-09	2009-10	TARGET 10/11	2007 - 08	2008-09	2009-10	TARGET 10/11		
		Starters excluding transfers	1498	1714	1372		2416	1719	1372		
Success rate	78	80	80	84	81	83	87	87			
National rate	73	76	77		71	73	75				
Retention rate	86	86	86	90	87	89	91	91			
National average	83	85	86		82	83	84				
Pass rate	91	94	93	94	94	93	95	95			
National rate		90	90		87	89	90				
Long 3	Starters excluding transfers	1646	1633	1889		1263	877	1889			
Success rate	71	72	77	80	78	77	80	81			
National rate	72	76	78				75				
Retention rate	82	85	85	88	87	85	83	88			
National rate	84	86	87		82	82	83				
Pass rate	88	85	91	91	88	90	96	92			
National rate	86	89	90		87	88	90				

Level	Completion year	19+									
		16-18					19+				
		2007 - 08	2008-09	2009-10	TARGET 10/11	2007 - 08	2008-09	2009-10	TARGET 10/11		
V.SHORT	Starters excluding transfers	475	448	145		1266	956	531			
<5 Weeks	Success rate	93	88	99	100	95	94	91	100	100	
	National rate	86	91	91		87	94	93			
	Retention rate	100	100	100	100	100	100	99	100	100	
	National rate	99	98	98		99	99	99			
	Pass rate	93	88	99	100	95	94	92	100	100	
	National rate	93	93	93		95	95	94			
SHORT	Starters excluding transfers	621	392		385	2253	2079	1748			
>5 Weeks	Success rate	69	77	77	83	80	80	83	85	85	
	National Rate	78	80	81		84	83	83			
	Retention rate	93	91	92	95	93	94	93	95	95	
	National rate	93	92	92		94	93	92			
	Pass rate	73	84	84	87	86	86	89	90	90	
	National rate	84	87	88		89	89	89			

WBL Targets

	Target 2009 / 2010	Actual 2009 / 2010	Target 2010 / 2011
WBL Full timely Framework	70%	76.8%	78%
WBL Full Overall Framework	70%	76.3%	78%

SSA	Actual 08-09		Target 09-10		Actual 09-10		Comment	Target 10-11	
	Overall 65.9%	Timely 64.4%	Overall 70%	Timely 70%	Overall 76.3%	Timely 76.8%		Overall 78%	Timely 78%
College Overall									
Construction	83%	83%	75%	75%	0%	0%	Only 3 learners	78%	78%
Engineering	63%	60%	70%	65%	65.2%	68%	Achieved timely target	78%	78%
Hairdressing	66.7%	66.7%	70%	70%	62.5%	62.5%	Did not achieve target	78%	78%
Hospitality	50%	50%	70%	70%	66.7%	66.7%	Did not achieve target	78%	78%
Sport and Leisure			70%	70%	100%	100%	Only 1 learner	78%	78%
Business Admin	80%	80%	80%	80%	87.5%	87.5%	Achieved both targets	78%	78%
Health and Care			70%	60%	75%	75%	Achieved both targets	78%	78%