

THE FURTHER EDUCATION CORPORATION OF MIDDLESBROUGH COLLEGE
CONFIRMED MINUTES OF CURRICULUM AND STANDARDS COMMITTEE MEETING – 03.07.2023

PRESENT: P Lynn (CG and Chair), M Gaze (CG), S Lane (CG), Z Lewis (Principal/Chief Executive), D Still (Staff Governor), R Davies, M Cameron (Student Governor), H Barrons (Student Governor).

OFFICERS: A Adamson (VP), J Barwell (AP), P Blewitt (AP), R Gray (AP), T Pierce (AD), B Robinson (DP), O Rodley (VP), P Watt (AP), C Yule (AP). C Harrison – Minutes (on behalf of Z Foster)

IN ATTENDANCE FOR RELEVANT ITEM: D Payne, M Hall, R Stainthorpe, J Chance, R Walsh, P Stone

Key: CG – College Governor, EM – External Member, DP – Deputy Principal, VP – Vice Principal, AP – Assistant Principal, AD – Associate Director, Head of T & L – Head of Teaching and Learning.

1. **Apologies for Absence** - J Tait (CG), E Rennison (EM), A Stephenson (EM) and C Cannon (EM)
2. **Declarations of Interest** – no declarations.
3. **Minutes of Meetings of 27.03.2023 and 12.06.2023** – approved as correct records.
4. **Matters Arising** – member confirmed all as completed, within the meeting reports or in progress.
5. **Principal/CEO Verbal Overview and Risk Summary** – Z Lewis detailed progress within the five main areas of risk, highlighting any concerns, positive progress and informed members of which risks would continue to be a key focus moving into next academic year.

Questions and discussion included: questioning on what has been done to mitigate any risk on staff retention, the potential for negative impact from a large CITB staff recruitment campaign, lack of impact seen from the government staff recruitment campaign; and the use of market rate supplements to attract in hard to recruit roles.

6. **QUIP/Development Plan Update** – O Rodley presented the QuiP/Development Plan update detailing progress against the key areas of improvement.

O Rodley suggested amends to the SAR validation process: the deadline dates will be brought forward, curriculum SARs would be approved at SLT level (with Governors able to observe) and Governors validation will be for College-level SARs only. The Committee **agreed** this as a sensible approach and asked O Rodley to bring these proposed changes to the next Governing Body meeting for approval.

Questions and discussion included: questioning on if any positive impact of improvements made in Health and Care has been seen; if any identified good practice has been shared to improve attendance across College; the positive impact of transition information sharing from schools; a discussion on if the LSIP will positively impact on work placement sourcing and what more could be done to support/encourage employers to take placements; reasons for staff turnover and what is being done to investigate any areas of concern; the need for a clear steer for governors on what is expected of them in meetings, such as the SAR validation meetings.

7. **Quality of Education – Intent** – B Robinson gave a brief review of his paper.

Questions and discussion focused on the LSIP – how the North East Chamber had identified key areas and how the College would be held to account.

8. **Quality of Education – Implementation** – B Robinson gave a brief review of his paper, noting implementation was strong and GMTT is now focused on key priorities for next academic year.

Questions and discussion included: key changes to the 'Taking Teaching Higher' strategy, planned deep dives for next academic year; how areas for improvement were being addressed; and how areas for improvement were fed into the college risk register.

9. **Quality of Education – Impact** – O Rodley presented his paper, highlighting a positive position for most data measures.

Questions and discussion included: areas of concern were highlighted to committee members; committee members posed questions on what was being done to address ongoing areas of concern within Access.

10. **Personal Development, Behaviour and Attitudes** – A Adamson presented her paper, noting the College had been successful in their Turin Scheme and youth social action ambassador bids.

Questions and discussion included prioritisation of the Turin Scheme allocation on disadvantaged and high needs learners; whether behavior has worsened this academic year; plans to streamline the discipline process next academic year with greater focus on conversations with learners to remove barriers/identify mitigating circumstances before moving through the discipline stages; and positive feedback received from the recent personal tutor conference.

- 11. Provision for Learners with High Needs** – A Adamson presented her paper, highlighting plans for a high needs deep dive next academic year.

M Gaze asked that A Adamson ensures the deep dive consultant has experience of a high needs deep dive under the new inspection framework.

12. Department Reports (Presentations)

- 12.1 Engineering** - P Blewitt shared a short presentation to members on the Engineering 22/23 QUIP actions, in-year actions and a forward plan of actions being taken into next academic year.

Questions and discussion included issues that had arisen in-year and progress to-date on addressing these; the importance of soft skills for employers and consideration around an employment certificate; succession planning (TTE staff particularly); the breadth and quality of the adult provision (streamlined to ensure good quality before growing the breadth of the offer); and what was impacting on quality within apprenticeships;

- 12.2 A Levels** - C Yule shared a short presentation to members on A Levels 22/23 QUIP actions, in-year actions and a forward plan of actions being taken into next academic year.

Questions and discussion included the impact of exams on learners who are sitting exams for the first time this year (covid impact); plans for improvement being put in place in the sixth form (pastoral tutors, a new CTL structure, teacher access periods and improved lesson starts); a wellbeing centre within MC6 being put in place to support with the increase in learner mental health needs; and the potential reasons for the drop in the number of learners progressing to university.

The Chair welcomed committee members feedback on whether these presentations had been more useful than reports (for areas/departments of particular focus) and asked for any feedback to be sent to Ben Robinson directly.

The Chair thanked members for the quality of their reports and asked, moving into department reports, that report writers only draw out key issues for committee members and take the reports as read.

13. Provision Type Reports

- 13.1 ITE and ITE Ofsted Final Report (May 2023)** – J Chance shared the final ITE Ofsted report with members for information, noting feedback had been very positive from Ofsted and the focus will now be on maintaining the positive improvements made.

Questions and discussion included the importance of integration of the Taking Teaching Higher strategy within the ITE programme had been a key improvement; new standards will mean a more resource heavy programme and potential revalidation (governors supported the continuation of the programme, noting it's importance in training new staff effectively); and the team are now in discussion with Ofsted on how we moved from 'requires improvement' to 'good' to identify good practice that can be shared with other providers.

The Chair commended the ITE and management team for sticking with this programme and securing a good grade and congratulated them on a successful outcome.

- 13.2 T Levels** – J Chance noted that T Levels are not currently in scope for Ofsted, but a thematic review has taken place and anecdotal feedback on this review was very positive.

Questions and discussion included whilst the College compared favorably to the national figures - the key challenge for these programmes continues to be securing a work placements; some nervousness is being seen from universities (particularly Russell Group Universities) to accept T Levels; consideration is being given to developing HTQs as progression pathways; thematic review feedback which was cautioning government on the pace and scale of T-level qualification roll out; the continued growth of our network of T Level providers with the College remaining open to collaboration and sharing of good practice.

13.3 Education Programmes for Young People – B Robinson presented the report received by the Committee, noting the impact of center assessed grades (CAGs)/Covid is still being seen through value added and attendance/punctuality

13.4 English and Maths – R Walsh informed committee members there are no significant areas of concerns, all issues are in line with the national picture.

Questions and discussion included assurance from M Gaze that she has been working closely with R Walsh; how the skills set of vocational staff can be improved for better embedding of English and maths within the curriculum; and plans for themed learning walks to focus on embedding of English and maths.

13.5 Apprenticeships and Apprenticeship Accountability Framework RO8 2022-23 - B Robinson presented the report received by the Committee and highlighted that ESFA changes will have an impact on employer engagement.

Questions and discussion included why learner voice responses were low in EN/CS (this was due to the way these were collected, which will be addressed for next year); and M Gaze commended the apprenticeships team for their hard work and encouraged them to keep this going with the new frameworks.

13.6 Higher Education – P Stone that indicators within the assessment cycle are positive and are on track to meet targets – with no concerns to highlight.

Questions and discussion included coming changes from the Office for Students that will need to be addressed; whether HE enrolments have plateaued; potential risk of breaching OfS with staff turnover being mitigated as far as possible with close working between the HE team and curriculum departments (no significant concerns to note on this to date). It was confirmed that the OU revalidation was going well with significantly raised standards.

Sharon Lane left the meeting at this point.

13.7 Adult Learning Programmes – R Gray presented the report received by the Committee, highlighting that retention remains high and, whilst attendance is below College target support is planned for low attenders.

Questions and discussion included success stories on both bootcamps and multiply programmes; Access to HE programme improvements which were continuing and being closely monitored; and whether deep dives had taken place (ACL and ESOL both came out strong in previous deep dives, a deep dive for Access is planned).

13.8 Subcontracted Provision - R Gray presented the report received by the Committee, highlighting the funding allocation has been received from TVCA which was significantly less than the request submitted. The College will therefore be unable to give an allocation this academic year to one of its previous years subcontractors.

Questions and discussion included questioned and confirmed that the withdrawal of the allocation/contract will put the subcontractor at risk and discussed the need to make these tough decisions and prioritise the learners best interest through programmes that get learners into jobs.

14. Committee Review of Top Risks - Committee members agreed the top monitored risks should be Engineering, Construction and A Levels.

15. Date of First Meeting 2023-2024 - The Chair proposed to change dates of the next meetings to better fit in with the College quality cycle dates. Members agreed meeting dates for 2023-24 as 4th December 2023, 12th March 2024 and 1st July 2024. Agreed meeting dates will be circulated via diary invites.

16. Any Other Business - Z Lewis noted that an analysis on students with part time jobs had been carried out, following a request by the Committee. 44% of students have a part time job. Further analysis was currently being carried out on this data for a better understanding of age, learner type, etc.

The meeting closed at 4.55pm