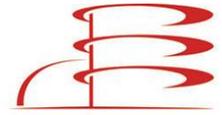


APPROVED: <i>Chair</i>	DATED:
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OPEN MINUTES OF STRATEGIC PLANNING, POLICY & QUALITY ASSURANCE COMMITTEE
Monday 23 November 2020 at 17.30 via Microsoft Teams



Bexhill 6th Form College

STANDING ITEMS

- Present:** Lloyd Taylor (Chair)
Marie-Ange Coxhead
David Kelly
Karen Hucker (Principal)
Elisabeth Lawrence (Staff Governor)
- In Attendance:** Dave Brown (Vice Principal)
Jackie Taylor (Director of Services Supporting Learning)
- Minutes:** Alison Dennett (Clerk to the Corporation)
- Apologies:** None

NOTIFICATION OF ANY OTHER BUSINESS
There was none.

DECLARATION OF INTERESTS
No new declarations of interests were made in respect of items on the agenda. Lloyd Taylor reiterated his previously declared interest.

MINUTES OF PREVIOUS MEETING
The open and confidential minutes of the Strategic Planning, Policy & Quality Assurance Committee held on 15 June 2020 were agreed and signed as correct.

MATTERS ARISING FROM PREVIOUS MEETING
There were none.

MAIN AGENDA

- SPPQ20/01. COMPLAINTS REPORT 2019/20**
The Committee considered the report which gave a summary of all complaints dealt with through the complaints process in the last year.
It was noted that the figures for 2019/20 represented a decrease from the previous year, although this was as expected given the partial closure of the College for some of the year due to Covid-19.
[Confidential note]
Governors were reassured to note that all complaints had been resolved and responded to within the specified timeframe and that there were no recurring issues.
- SPPQ20/02. CURRENT STRATEGIC UPDATE**
The report gave an update on key strategic issues impacting on the College as follows:
Covid-19
[Confidential note]
The issue of Exams was still raising concerns as, currently, the expectation was that these would be sat as 'normal' in the summer. There was pressure on the Government to make some adjustment to this although no decision was forthcoming at present.
Staff had been given new laptops and training had been provided to support them in the online provision of teaching and learning. Investment had also been made into technology to enable a parent consultation event to be run at the end of term.
Funding and Budget
The outcome of the Spending Review taking place on Wednesday 25th November was awaited.
[Confidential note]
Applied Generals Consultation

APPROVED: <i>Chair</i>	DATED:
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The second phase had been delayed due to Covid-19 and had now been launched. It was advised that there appeared to be some movement in the consultation and it now looked likely that some qualifications may stay if it could be evidenced that they did not directly complete with a T Level. Courses may also remain if there was clear evidence that they supported progression to university that could not be secured through an A Level or T Level route.

Work Placement

[Confidential note]

Currently no flexibility was being offered in Government expectations and it would be a challenge for all colleges to hit the expected targets in this area.

Retention & Recruitment

[Confidential note]

It was noted that the availability of the virtual Open Event was a positive development in the recruitment of International Students as it increased the amount of information that could be accessed by them.

Pre-booked, socially distanced tours of the College were also being offered to prospective students and these were fully booked.

SPPQ20/03. COLLEGE SELF ASSESSMENT REPORT 2019/20

The Committee considered the SAR which reflected on the College's performance over the past year. The SAR outlined a number of significant strengths in relation to the College's performance and these were discussed as follows:

- [Confidential note]

Governors considered that the SAR presented that the College had performed very well in a challenging environment during this past year. The adaptability and flexibility of staff was commended and the Committee passed on their thanks and congratulations to all staff. The Committee were confident in supporting the overall judgements and gradings contained within the College SAR.

RESOLVED: That the Self-Assessment Report 2019/20 be recommended to the Corporation for approval.

SPPQ20/04. QUALITY IMPROVEMENT PLAN 2020/21

The Committee noted the QIP for 2020/21 which led on from the key issues identified within the SAR, detailing where emphasis would be placed over the next year to continue improvement. During discussions the following points were noted:

- [Confidential note]

The Committee were happy to recommend the QIP for approval to the Corporation.

Resolved: That the Quality Improvement Plan 2020/21 be recommended to Corporation for approval.

SPPQ20/05. COLLEGE TARGETS 2020/21

The Principal reported on the College Targets for 2020/21. The Principal also highlighted the outcomes from the targets set in 2019/20 so Governors could see how the College had performed against the targets it had previously set for itself.

In terms of targets for 2020/21, these were set against the previous year's outcomes and national rates (where available).

It was noted that no target had been set for Value Added in the AS as these were not being continued this academic year.

[Confidential note]

RESOLVED: That the 2020/21 Targets be recommended to the Corporation for approval.

SPPQ20/06. GRADE 3 CURRICULUM AREAS

The report summarised the outcomes for those subjects that had been on improvement notice and 'watching brief' for 2019/20 and listed the subjects on improvement notices, additional support and watching brief for 2020/21.

[Confidential note]

APPROVED: <i>Chair</i>	DATED:
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SPPQ20/07. BEECHING ROAD STUDIOS PROJECT

The Principal advised that the Beeching Road Studios Project, that had previously been outlined to Governors had now moved to the stage where a detailed business plan had been developed. This was brought to the Committee for further consideration.
[Confidential note]

RESOLVED: That, in a joint recommendation with the Finance & Property Committee:

- 1) the Committee recommends the proposal to Corporation for approval; and**
- 2) the Committee recommends that the Principal is approved to sign the contract on behalf of the College in order for the project to continue.**

SPPQ20/08. HIGHER EDUCATION SELF-ASSESSMENT REPORT

Under the oversight of the Office for Students (OfS), Governors were required to read and note the HE SAR for the College.

The College ran its own programme of HNDs in a variety of subjects, which were the focus of the SAR. It was noted that the DET programme that the College ran in conjunction with Canterbury Christchurch University was not covered within this report.

The report noted the strengths of the College's HND programme and areas that could be improved upon. It was noted that the quality of delivery of the College's HND provision was very strong and feedback from external verifiers, which was contained in the SAR, were positive. The biggest area for improvement was considered to be recruitment and retention as numbers for the courses were currently low, although increasing. Focused marketing of the College's HND programme had been undertaken over the summer which had seen numbers increase and two new HNDs being introduced.

The Committee were pleased to note the HE Self Assessment Report.

SPPQ20/09. RISK REVIEW

The principal reported that fourteen risks were delegated to the Committee; twelve were solely delegated to the Committee while two were shared across a number of committees. These were considered and changes/ amendments noted.

- [Confidential note]

SPPQ20/10. ANY OTHER BUSINESS

There was none.

NEXT MEETING

The next Strategic Planning, Policy & Quality Assurance Committee was scheduled for Monday 15 March 2021. The Agenda will close on Thursday 11 March 2021. The venue for the meeting would be confirmed at a later date.

The Meeting closed at 19.25.