

APPROVED: <i>Chair</i>	DATED:
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OPEN MINUTES OF STRATEGIC PLANNING, POLICY & QUALITY ASSURANCE COMMITTEE
Monday 25 November 2019 at 17.35 in the Principal's Office



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)
Linda Johnson (Vice Principal)
Jackie Taylor (Director of Services Supporting Learning)
- Minutes:** Alison Dennett (Clerk to the Corporation)
- Apologies:** Jessica Stubbings (Vice Chair)

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 10 June 2019 were agreed and signed as correct.

MATTERS ARISING FROM PREVIOUS MEETING

There were none

MAIN AGENDA

- SPPQ19/01. COMPLAINTS REPORT 2018/19**
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 number received represented an increase from the previous year; however, this could be looked at as positive in helping the College to review its practices throughout the year.
[Confidential note].
- SPPQ19/02. CURRENT STRATEGIC UPDATE**
The report gave an update on key strategic issues impacting on the College as follows:
Funding and Budget: an increase to the baseline funding of £188 per student had been confirmed. Additional funding had been announced following the change in weighting for some science-based subjects; funding would increase for those students studying two Science A Levels and for Level 3 students studying English and/or Maths GCSEs.
[Confidential note].
In response to a question from Governors, it was reported that the increase to the baseline funding was confirmed while the other increases had currently only been confirmed for one year.
T Levels: As previously reported to Governors, the College had been successful in its bid to be part of the second round of T Levels in the Digital and IT, Health and Science pathways. The College had devised an implementation plan which had been submitted. There was reportedly a significant amount of money linked to the pilot of T Levels although it was not yet confirmed as to how the College could access this.

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[Confidential note].

Student numbers for T Levels were likely to be around 30 students, it was considered that issues may arise with the industry that work placements that would be required for some of the areas (i.e. creative, science) and the length of placement may also present issues in that the requirement was for 45 days. There was also a greater focus on the employer to train the student on placement which could prove problematic for small employers.

[Confidential note].

Recruitment for September 2020 Entry: all school presentations had been given, open evenings run and College tours were beginning. Monitoring of applications and interviews would begin in December. It was reported that new Associate Principal roles had been put in place; one had specific responsibility for increasing school links working to develop opportunities for curriculum areas to work with schools. Other Associate Principals had specific responsibilities for Community Focus and Quality.

Ofsted Report: The final report had been published on 25 November and had been circulated to all Governors. It was felt that the report was very positive and read well, reflecting the key strengths of the College which in turn were reflected in the College SAR.

The Principal advised that the Inspection looked at four key areas: whether the College remained a Good provider, whether safeguarding is effective, whether careers education was delivered to meet statutory requirements and whether the College had the capacity to improve. The College met all these areas.

Feedback received from the Inspectors included that what they had seen in the classrooms was well planned, structured and well delivered.

SPPQ19/03. COLLEGE SELF ASSESSMENT REPORT 2018/19

The Committee considered the SAR which reflected on the College's performance over the past year.

[Confidential note].

The Committee were confident in supporting the overall judgements and gradings contained within the College SAR.

RESOLVED: That the Self-Assessment Report 2018/19 be recommended to the Corporation for approval.

SPPQ19/04. QUALITY IMPROVEMENT PLAN 2019/20

The Committee noted the QIP for 2019/20 which led on from the key issues identified within the SAR, detailing where emphasis would be placed over the next year to continue improvement.

[Confidential note].

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

Resolved: That the Quality Improvement Plan 2019/20 be recommended to Corporation for approval.

SPPQ19/05. COLLEGE TARGETS 2019/20

The Principal reported on the College Targets for 2019/20 which were set against the previous year's outcomes and national rates (where available).

[Confidential note].

RESOLVED: That the 2019/20 Targets be recommended to the Corporation for approval.

SPPQ19/06. GRADE 3 CURRICULUM AREAS

[Confidential note].

SPPQ19/07. INTERNATIONAL STUDENTS

[Confidential note].

Governors commented that the International Student Programme was a fantastic plus for the College, which not only benefitted the College as an organisation but also had a positive impact on the enrichment of all students.

SPPQ19/08. HIGHER EDUCATION AND GOVERNORS' ROLE

Governors were advised that the College delivered HE in its own right and the monitoring of this had been taken over by the Office for Students (OfS). Monitoring from the OfS brought increased expectations of Governor oversight and the expectations were reported to the Committee as follows:

1. The OfS and the Role of Governors

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A table was provided for the Committee which outlined the general ongoing conditions of registration with the OfS were directly relevant to Governors. These covered areas such as the College's governing documents upholding the public interest governance principles that are applicable to the College and Governors being 'fit and proper persons'. One condition was that the governing body must ensure the College's compliance with all its conditions of registration and with the OfS's accounts direction.

The College was also required to have adequate and effective management and governance arrangements to 1) operate in accordance with its governing documents, 2) deliver, in practice, the public interest governance principles that are applicable to it, 3) provide and fully deliver the higher education courses advertised, and 4) continue to comply with all conditions of its registration.

It was noted that Marie-Ange Coxhead would be taking on the role as Link Governor for HE.

[Confidential note].

2. HE Self Assessment Report

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

The Committee were advised that this was written in a different format of the College SAR and was reflective of HE requirements. Feedback from External Verifiers contained within the SAR was extremely positive and highlighted the success of the College's HE students.

3. HE Policies – Freedom of Speech Policy

The Committee was required to review and approve the HE policies which applied only to the Teaching and Learning of the College's HE offer.

The first of these was the Freedom of Speech Policy, HE1, which gave HE students the right to test ideas and express views and have them debated.

4. OfS Letter – Compliance with Regulatory Deadlines

[Confidential note].

SPPQ19/09. RISK REVIEW

The principal reported that 12 risks were delegated to the Committee. 11 risks were solely attributed to the Committee and one risk was attributed across three committees (including Strategic Planning). The changes to the risks attributed to the Committee were considered as follows:

- 2b: the text of the risk had been amended to reflect the current risk which was more about attendance at the exam.
- 1f: a new risk which referred to the development of enrichment impacting on the College's Ofsted grade;
- 2e: a new risk added due to the increase in aggressive behaviour being seen from parents and guardians; and
- 3b: a new risk added relating to the requirements of the Office for Students with regard to the monitoring and oversight of the College's HE provision.

SPPQ19/10. ANY OTHER BUSINESS

There was none.

NEXT MEETING

The next Strategic Planning, Policy & Quality Assurance Committee is scheduled for Monday 16 March 2020. The Agenda will close on Thursday 12 March 2020.

The Meeting closed at 19.05.