

**Minutes of the
Academic Standards and Quality Development Committee
held on Thursday 7 February 2019 at 8.00am
in Room 814 at the Matthew Boulton Campus**

Present:	Apologies:
Keith Horton (KH) (Chair)	Daniel Millington (DM)
Veronica Docherty (VD)	
Cliff Hall (CH) Principal	
Angela Myers (AM)	
Prue Huddleston (PH)	
Jane Smith (JS) Staff Governor	
Sam Coles (SC) Staff Governor	
In Attendance:	
Louise Jones (LJ)	
Liam Nevin (LN)	
Elaine Bonar (EB)	
Gemma Hawkins (GH) for item 8	
Patrick Geary (PG) for item 6	
Hazrat Islam (HI) (ESFA Observer)	

Apologies for Absence

Apologies were received from Daniel Millington.

Declarations of Interest

There were none save for those already recorded in the Register of Interests.

Item 1 - Minutes of Meeting held on 6 December 2018, Action Log and Matters Arising

The minutes were agreed as a true and accurate record.

The action log was noted.

Item 2 – Achievement Rates 2017/18

KH stated that he had asked for this item to be further considered by the Committee as insufficient time had been available at the last meeting.

LJ delivered a presentation setting out the 2017/18 achievement rates and also showing in year progress for 2018-19 with actual performance against target for January 2019 and comparative data for January 2018.

AM stated that it should be acknowledged the extent to which the data good progress across a range of areas for 2017-18.

Turning to in year progress LJ advised that retention was below target and extra support mechanisms had been introduced to support at risk students through their personal tutors.

It was also noted that for L3 students progress towards target grade at 32% was below the target of 40%. It was noted that this measure was an assessment of current performance against the expected grade at the end of the year, and whilst that had merit it was also important to measure progress against the performance expected at this stage in the academic year. KH also stressed that it was important to measure the progress of the 2/3 of students who were not currently on target and for the Committee to have a sense of how far off they were and what remedial measures were necessary.

LJ stated that progress in observations was at 84% which was above target, and AM stated that she felt that this figure was too high based on her observations.

LJ also advised the Committee that the College was also now monitoring against targets for work placements and work experience, both of which were reported as above target. PH stated that this performance was commendable as it was recognised that employer engagement was a challenge nationally.

Finally it was noted that the GCSE resit results from November demonstrated high grades had increased from 27% to 37% and whilst maths had dipped slightly there were significantly more students who had taken this exam compared to 2018.

KH thanked LJ and noted that there was evidence of much positive work.

Item 3 – Post Inspection Action Plan

EB introduced the paper and advised that the report contained proposals to address the challenge previously presented by the Committee. The proposed reporting framework now separated out activities from impacts, as well as adding milestones at various points of the year.

KH invited discussion as to whether the committee found the changes helpful and VD agreed that it was more robust and clear.

KH stated that the revised PIAP as presented helped governors with the challenge presented by Ofsted because the report provided greater clarity about the rate of progress in the classroom. He noted that the KPI graphs were particularly helpful in demonstrating trajectories. However, the risks and mitigation section of the report required further consideration. The fortnightly review of progress against the PIAP was a key mitigation but this was not included in the report.

It was also agreed that the Committee should be briefed on the measurement and significance of ALPS.

Accordingly it was

RESOLVED

- **That the Post Inspection Action Plan be recommended to the Corporation for approval**

Item 4 – A Level Review Project Update

LJ introduced this item and advised the Committee that whilst recruitment for the current academic year was below target, applications for the next academic year had increased considerably, attendance and retention was very good and progress against target grade, at 49% was also good. However, student satisfaction was a concern and further work had been done with the students to help understand and address concerns that they were raising.

“A” level students would be surveyed again to see if the College response had addressed these concerns to the satisfaction of the students.

CH noted that some of the dissatisfaction expressed was a legacy of the experience of those students in the first year of their programme.

EB advised that the funding from the SCIF bid was supporting improvement work, with a curriculum review having recently been undertaken with Derby College, and targeted support for A level teaching staff around differentiation, and stretch and challenge.

KH stated that the paper identified the risk to reputation of failing to make the required improvements in this area of provision, but the mitigations were not persuasive and he encouraged the Executive to reconsider these. CH agreed and stated that the nature of the risk was also generally applicable to the College, which was that it needed to accelerate the rate of improvement.

PH queried whether the teaching staff were benefitting from CPD support and EB advised that much of the SCIF funding was being used for coaching and support. CH added that the College was doing a lot to develop pedagogy and teaching strategies but it was also necessary to develop subject specialisms.

There being no further debate

Accordingly it was

RESOLVED

- **That the report be noted**

Item 5 – Induction/Autumn Term Survey

EB summarised the results of the autumn survey and advised the Committee that there had been significant improvements in all indicators compared to the previous year and there had been a positive response to the survey, with 5,700 students having taken part.

It was noted that one area of concern was the student response to perceptions of safety. Follow up work on this had identified that these concerns were partly about matters that were external to the College and partly about shared social spaces. An action plan had been put in place to address the matters that were within the College's control.

AM noted that 89% of students knew their target grade and suggested that this figure should be 100% on the basis that students would only own the grade target if they knew what it was. EB stated that some entry level students may not recognise their target grade and LJ stated that College performance against this measure was higher than the national average.

VD noted that Healthcare, Medical and Early Years student satisfaction had decreased and she questioned what the underlying issues were. EB advised that there were some leadership and management issues and there was extended absences in two key posts. These issues were currently being addressed.

Accordingly it was

RESOLVED

- **That the report be noted**

Item 6 – Assistant Principals Priorities and Plans – James Watt College

PG delivered a presentation setting out his observations of the College and his work on developing the priorities as an Assistant Principal of James Watt College.

PH asked how PG would develop and sustain links with employers and PG explained, as an example the work being done with BMW to develop a bespoke training programme that met the employer's specific needs. In relation to smaller businesses the College was working with the DWP and the National Careers Service as well engaging local businesses through business forums.

AM asked if the College would be developing full cost recovery work and PG stated that the College was at present heavily reliant on government funding but he was currently working on the curriculum plan for the next academic year and there were opportunities to expand full cost provision through, for example, the gas testing facilities at the site.

KH noted that applications to the College were declining and queried why PG thought this was. PG advised that whilst this was true across BMet, in relation to James Watt College it was not offering enough of what local people wanted and there was a need to focus on qualifications within the context of career development.

KH thanked PG for his observations and on behalf of the Committee wished him luck in the new role.

Item 7 – Update on Safeguarding Options

LJ introduced the report and advised that in light of the restructure of the senior Curriculum team it had been necessary to change the arrangements for safeguarding. Consequently, Gill Coldicott would be the Designated Safeguarding Lead and Kay Burton Williams would be the deputy. The restructure had also presented an opportunity to review the distribution of safeguarding responsibilities more generally and to bolster and embed safeguarding across a wider cohort of staff.

KH noted that the new arrangements enhanced the safeguarding arrangements in the College but that the paper should be amended to reflect the steps taken to embed safeguarding responsibilities more widely. Whilst this had been clear from the presentation of the issues it did not emerge so clearly from the report.

VD added that as the lead governor for safeguarding she had been consulted on the proposals and was satisfied that they were robust.

Accordingly it was

RESOLVED

- **That the changes to the safeguarding arrangements be endorsed but that the report be amended to more clearly explain the robustness of the new arrangements.**

Item 8 – Schools Liaison

GH delivered a brief presentation on the work of the Schools Team and the Committee thereafter debated the catchment areas for Bmet colleges and the strategies used by the team to drive interest in and applications to the College.

Any Other Business

None

Date of the next meeting – Thursday 7th March 2019 8.00am

Signed:.....(Chair)

Dated:.....