



**MINUTES OF:
THE CORPORATION'S QUALITY AND STANDARDS COMMITTEE MEETING
3.00pm, MONDAY 14 NOVEMBER 2022
Held in the Whatmoor Room, Main House**

Members:	*Richard Barker; *Robert Lasseter; *Annetta Minard; *Luke Rake (Principal); *Kay Taylor (Chair); Debs Thomas; Jim Tirrell (Co-opted Member – sabbatical agreed)
In attendance:	*Tom Hallam (Deputy Principal); Nicky Porter (Assistant Principal – Student Experience & Progression) (APSEP); *Vanessa Gifford (Clerk)

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ITEM NO.	DETAIL	ACTION
1.	DECLARATIONS OF INTEREST There were no declarations of interest NOTED .	
2.	APOLOGIES Apologies for absence RECEIVED from Debs Thomas and Nicky Porter. It was noted that the Corporation had agreed a six month sabbatical for Jim Tirrell. It was also noted that Luke Rake would be joining the meeting late due to other commitments.	
3.	MINUTES OF THE MEETING HELD ON 26 SEPTEMBER 2022 The Committee AGREED the open minutes of 26 September 2022 as a true and accurate record, and APPROVED them for website publication. The Committee AGREED the confidential minutes of 26 September 2022 as a true and accurate record.	
4.	MATTERS ARISING There were no matters arising from the minutes of 26 September 2022, with all actions from that meeting complete.	
5.	KMC SELF-ASSESSMENT REPORT (SAR) AND QUALITY IMPROVEMENT PLAN (QIP) The SAR and QIP were scrutinised and the following points NOTED during the debate:	

	<p>SAR 2021/22</p> <ul style="list-style-type: none"> • The Summary Grades for 2021/22 were agreed, noting that they matched the recent Ofsted inspection grading except for Behaviour and Attitudes which the College had graded as a '1'. The Committee challenged this grading and the Deputy Principal advised that he was confident with his scoring as it related to the feedback from Ofsted, and the majority of the department scores for this area were a '1'. • The Committee suggested that there was a lot of work to do and focus on Behaviour and Attitudes (B&A) could be relaxed. The Deputy Principal advised that there were a lot of actions within the QIP, however these action points did not relate to B&A. • It was agreed that the final column required further detail within the QIP to highlight the evaluation of impact. • The Deputy Principal considered that governance was 'Good' and advised that the comments in the report had been taken from feedback at inspection and involvement with the FEC. He considered that the Corporation members had gained more of an understanding of the College, with good awareness and responses over the last year. • Progress tracking had not been identified during the SAR validation. The Deputy Principal advised that whilst there had been progress made with the tracking of learner progress, there was still more to be done to ensure consistency across all departments. • It was agreed to add some narrative to address target grades, as colleges were moving away from this nationally, and looking at whether students were meeting expectations. It was suggested that care would have to be taken over unconscious bias, which the Deputy Principal advised was the reason a grade was not set. Teachers had to ensure they were aware of all needs. <p>3.35pm The Principal joined the meeting.</p> <ul style="list-style-type: none"> • The Deputy Principal advised that CPD had been very focused over the last year. • It was agreed that the improvement between the two lesson observation sessions had been excellent. <p>QIP 2022/23</p> <ul style="list-style-type: none"> • It was acknowledged that it was too early to see any impact. • The Deputy Principal was content with attendance and retention as significant changes had been made, including the duration of courses and consideration of maximising funding. <p>The Chair considered that the Deputy Principal was definitely making a difference and thanked him for work well done. The SAR read well and was comprehensive, and assisted with maintaining the Ofsted grading.</p> <p>Following comprehensive scrutiny it was AGREED to RECOMMEND the SAR 2021/22 and QIP 2022/23 to the Corporation.</p>	<p>TH</p> <p>TH</p>
<p>6.</p>	<p>FE CURRICULUM & QUALITY POSITION STATEMENT</p> <p>The FE Curriculum & Quality Position Statement was NOTED with the following points made:</p> <ul style="list-style-type: none"> • It was noted that the enrolment figure at Day 42 was 741, with all 	

	<p>withdrawals registered, and not including sub-contracting and the Princes Trust figures, which gave some growth but not as much as was hoped. The Principal advised that 745 students had been submitted on the CFFR for the next three years rather than showing optimism.</p> <ul style="list-style-type: none"> • Recruitment data for 2023/24 was noted. • Marketing would be reviewed as it was suggested that students did not take notice of social media. • The Committee was pleased to note the appointment of the Assistant Principal – Curriculum & Quality. • Further Developments: <ul style="list-style-type: none"> ➤ 14-16 Schools Provision: the Committee debated this provision suggesting that it was not within the current Strategic Plan, and whether it was strategic or operational activity. It was noted that there was a gap in the market and the college was being opportunistic but the Committee considered it had to challenge as this activity required scale or it was not worth doing, and was not the HE focus that had previously been agreed. There were concerns that it could attract more challenging learners, which required the right teachers in place. Transport could also be an issue. It was agreed that 100 learners was optimistic. The Principal considered this to be an opportunity to broaden provision with eyes open. <p>Further work was requested on the Business case which detailed the risks with evidence that it was required by schools. The cost to KMC was also requested. A further update would be provided for the December Corporation meeting.</p> <ul style="list-style-type: none"> ➤ New Higher Education Offer at Levels 4 and 5: it was agreed that this provision was in line with the Strategic Plan, and would be reported to the Corporation for awareness including the financial risks. It was agreed that the more students at this level the better the experience for others and this was a strong proposal. ➤ New HE validating partner search: this activity was noted. ➤ Prison Education: it was agreed that this area was good to be involved with however the uptake was questioned. It was noted that with this activity the College would retain 100% AEB funding. <p>It was agreed that this was an excellent report for discussion and showed real traction with activity, and the Deputy Principal was congratulated.</p>	<p>TH</p> <p>TH</p>
<p>7.</p>	<p>HE REPORT</p> <p>The HE Monthly Quality Review Report was NOTED and the Chair of Corporation thanked the College for an excellent graduation ceremony the week before.</p>	
<p>8.</p>	<p>SAFEGUARDING UPDATE</p> <p>The Safeguarding Report was considered and the following points were NOTED:</p> <ul style="list-style-type: none"> • There was progress to be made with welfare being a major drain on resources. 	

	<ul style="list-style-type: none"> The Welfare Team was considered to be well run and very effective, but there was always a challenge to ensure that information was current. 	
9.	<p>COMPLAINTS/COMPLIMENTS</p> <p>The Complaints and Compliments report was CONSIDERED, noting that the SMT reviewed it on a monthly basis.</p>	
10.	<p>RISK REGISTER</p> <p>No new risks were identified for the Risk Register.</p>	
11.	<p>ANY OTHER BUSINESS</p> <p>There were no items of further business NOTED.</p>	
12.	<p>2022/23 MEETINGS</p> <p>The following dates were NOTED:</p> <ul style="list-style-type: none"> 30 January 2023 13 March 2023 12 June 2023 	
	<p><i>The meeting closed at 5.05pm with no further business.</i></p>	

APPROVED: 30 January 2023