



REASEHEATH COLLEGE BOARD
QUALITY AND STANDARDS COMMITTEE
Minutes of the meeting held on Thursday 2 March 2023 at 2pm
Committee Room, Reaseheath Hall

- Present: Alastair Taylor (independent) Chair AT
Jane Cowell (independent) JC
Phil Gibbon (staff) PGibbon
Mike Gorton (independent) MG
Peter Green (independent) PG
Marcus Clinton (principal) MC
David Pearson (independent) DP
Alice Warmisham (student) AW (*items 1-5*)
- In attendance: Megan O'Hara (student association president) (*items 1- 4*)
Kalliopi Angelakopoulos (student) (*item 4 onwards*)
Trudie McGuinness (assistant principal) TM
Paul Spearritt (vice principal, curriculum, and quality) PS
Iain Clarke (assistant principal) IC
Sharon Yates (assistant principal) SY
John Kendal (assistant principal) JK
Lauren Goff (quality and standards coordinator) LG
Sarah Houghton SH
Jackie Schillinger (company secretary) JS
- Observers: Rachel Robson, external reviewer Stone King LLP (*items 1- 4*)
Dr Ron Hill, external reviewer Stone King LLP (*items 1- 5*)

Part A unless stated

Item	Content
1.	Welcome and apologies for absence
1.1	The Chair welcomed all to the meeting including a warm welcome to the external governance reviewers Ron Hill and Rachel Robson observing the meeting via Teams. Apologies were received and accepted from Andrew Woodhead.
1.2	The meeting was quorate and remained quorate throughout.
2.	Declarations of interest
2.1	There were no declarations made in relation to the agenda items in the meeting.
3.	Minutes and matters arising
3.1	The minutes of the meeting held on 8 November 2022 were confirmed as a correct record.
3.2	The rolling action log was reviewed for assurance that actions had been completed or were on track.
3.3	On matters arising: JC requested an update on the progress on final part of the Cheshire East safeguarding audit. TM confirmed that the audit was to look at the new reporting system CPOMs, which had only recently been introduced and therefore the audit had been put back slightly to enable this system to be fully up and running before it was carried out.
4.	Quality of Student Experience
4.1	T Level implementation update, with input from learners/managers/link governor: The committee heard from a group of T Level students from the two areas that had started to deliver T Levels in the current year – construction and business. The curriculum area managers of these two areas also

	<p>attended. The students shared their views on experience on the course, resources, employer links, their route to deciding to study T Levels and their understanding of their progress as well as aspirations for the next step and their futures. In questions and discussion, committee members also asked about what could be improved, any challenges and how well employers had bought into the T level process. The discussion highlighted the excellent progression potential with one of the students progressing from a level 1 bricklaying course through to T Levels, evidencing a clear drive and ambition for the next step in his learning and career. PG as link governor for the area confirmed the positive assurance from his own recent visits to the college to look at how well T levels were progressing, and he gave assurance that the next phase is being well planned with some specific resource allocated from a senior experienced curriculum manager to support this next phase of T Levels. AT thanked the students and managers for coming to speak to the committee and share their experience and the committee wished them all the best for the future. <i>Note: This item was taken out of agenda order to enable student attendance but reported in agenda order.</i></p>
4.2	<p>Quality Update: TM presented the quality update including the Quality Dashboard; Pulse 2 Student Survey; Compliments and Complaints; Notice to Improve Courses; Awarding Body compliance and the Landex Peer Review Report. The comprehensive reporting was received with thanks and discussion generated the following key points:</p> <ul style="list-style-type: none"> -awarding body compliance reporting provided strong assurance on compliance in this key area -PG gave assurance that though some of the data looked concerning compared to previous years he had attended the student association meeting earlier in the week and had a good discussion with the principal on the context and direction of travel which had provided him with better assurance on the overall picture. MC acknowledged that the quality performance data is down but he provided context from his recent Landex board meeting that the college's experience is very much in line with the other land based colleges in the sector. He noted that the board is sighted on the challenges of covid legacy on young people with a national spike in resilience and behaviour issues combined with a very tough staff recruitment and retention environment. In this context, MC noted that the targets for this year were probably a little too ambitious in hindsight. He provided assurance on the progress now being made on staffing and the extensive work going on to manage behaviour and support for students. -JC gave her view that the data looked better than she expected, and from her experience as a trustee of a multi-academy trust she could endorse the context of student resilience and behaviour challenges. However, she emphasised that staffing is the key to improving the student experience and she considered the meeting had received strong assurance on the actions in place and the positive direction of travel on staffing. PS added that the retention data is improved by including T level students and so the outcome on retention should be improved from the in-year figure shown in the current report. -MG commented on the pulse one student survey results that were down on the usually very high levels of student satisfaction. He advised to look to the future with the evident green shoots being discussed in the meeting and he asked when the next set of student survey results will be available. TM confirmed that this would be in May and the team is expecting to see an improvement. -AT summarised the discussion and thanked managers for their reporting. He sought and received assurance that the college was on top of the management of complaints and responding in accordance with its policy requirements. He added that some contextual information in the executive summary would be helpful next time and PG added that given the length of time before the next meeting in June, it would be helpful for the committee to have sight of progress on KPIs early in the summer term. <p><i>ACTION: Context and update report to committee at beginning of the summer term</i></p>
4.3	<p>Academy of Land and Environment (ALE) improvement report and student experience in agriculture: IC presented his report on actions to improve the student experience in ALE, which had been graded as a 'requires improvement' in the college self-assessment report. The committee looked in detail at the KPI data in relation to this area of provision, including attendance, complaints, student survey results and retention. All agreed the provision in agriculture was not where it needed to be, due to the staffing recruitment and retention issues, but that despite the challenges student retention remains high. An in-depth discussion followed, with the key points being:</p>

4.4	<p>-PGibbon provided his view as a staff member in the department that the team are coping but it is still very challenging with practical sessions with large groups the most difficult aspect and he expressed his disappointment with the recent issue with availability of invigilators for exams. All agreed that this situation needed to be addressed so that it does not reoccur and PS gave assurance that this was being addressed.</p> <p>-MG in the context of the farming community expressed his commitment to support the department to overcome these current challenges as it needed to be a flagship provision for the college. DP agreed and added that the board needs to provide constructive challenge and support and he thanked all members of the agriculture team and wider teams for keeping the provision going. He noted that there were signs of green shoots in staffing on the farm and in the department and these need to be nurtured, with mutual aid from other parts of the college as needed. MC and IC confirmed that cross college resource has been targeted to this area and the management structure enhanced to provide additional resource. MC endorsed the thanks to all the staff for going above and beyond with the positive student retention data a testament to their work. PG echoed this and noted that this has been reported at the previous two meetings, but it is now showing signs of traction, which is encouraging. JC emphasised that it will be essential for this year's students to achieve on their programme and IC provided assurance that the team are putting all their efforts towards positive student achievement.</p> <p>-In summary AT expressed the commitment of the committee to constructive challenge and support to the executive in this area. It was agreed that the matter be on the agenda at the next meeting and remains a risk area for close monitoring. It was also agreed that the Farm Steering Committee with governor membership could play a part in visible engagement and support for the wider team. <i>ACTION: Farm steering committee governor members to provide support via that forum to wider farm/agriculture team and supporting with farming community engagement.</i></p> <p>Agricultural Engineering improvement report: JK presented his report evidencing improved data, staffing recruitment and an improved student experience outlook. The meeting welcomed the positive direction of travel in this area of provision. PG as link governor for the area provided assurance on the good preparation and attendance for examinations this year and endorsed the improved picture. JC raised the capacity issue on staffing in apprenticeships and SY confirmed that the employer demand is there, but the college is having to delay starts due to staffing capacity. She gave assurance on the communication with employers to keep them fully informed and engaged in seeking ways to work together to resolve the issues for the good of the industry. AT summarised that the committee welcomed the improvements in quality of provision in this area and it was agreed to receive a verbal update at the next meeting on continued progress including on working with the industry to resolve staffing capacity issues. <i>ACTION: Verbal update on agricultural engineering and staffing/industry support at next meeting.</i></p>
5.	<p>Strategy Monitoring</p> <p>5.1 Industry Engagement - Apprenticeship employer feedback update: SY presented an update on employer feedback following the request from the committee at its previous meeting. The report evidenced a significant improvement in response rate to the employer survey and provided more robust evidence of positive employer satisfaction, which was welcomed by the committee. Discussion followed on the level and quality of industry engagement. AT summarised that there was still more work to do now in seeking views, especially from the smaller employers but that the committee could take good assurance from the reporting. Discussion followed on the survey questions, and it was agreed to look at including more emphasis on the quality and impact of the provision in future as well as process. AT requested an update report on industry engagement more generally at the next meeting to include employer and industry events and forums. <i>ACTION: Build in questioning on impact to employer surveys. Update report on industry engagement activities at next meeting.</i></p> <p>5.2 Quality Assurance and Improvement Strategic Objectives monitoring: TM provided an update report of progress on the function's strategic objectives for the year. Discussion followed on progress measures and the challenge of complexity. Assurance was provided that awareness of students is improving following a targeted '10 minute' takeover campaign and that this will be a continued focus. JC requested</p>

5.3	<p>and received assurance that the overarching quality improvement strategy and the Ofsted action plan were progressing well and that position statements would be provided to governors for reference at their link visits. She also noted that the next iteration of the self-assessment report should try to reduce the burden on curriculum area staff, as the committee had previously discussed, and offered to liaise with TM outside the meeting on possible ways to approach it this year.</p> <p>Strategic Risk Report and KPI monitoring: MC presented his risk review and KPI report and members noted that the risk areas had been discussed during the meeting. Following discussion, they endorsed the risk rating for the quality related strategic risks. PG requested and received assurance that apprenticeship outcomes were on track to meet target. Noted in relation to T levels was the increased funding level but the increased risk to in year funding levels due to retention of failure to recruit to within tolerance of allocation.</p>
6.	<p>Items for Information</p> <p>6.1 The College Quality Improvement Plan Progress Monitoring Report was received for information and assurance.</p> <p>6.2 The Teaching Learning and Assessment Performance Monitoring and Intervention Report was received for information and assurance. It was agreed to consider this as a discussion agenda item at the next meeting.</p> <p>6.3 The link governor visit activity summary was received for information and assurance on continuing governor engagement. Members commented on the good level of activity evidenced and usefulness of link governor feedback as another way of taking the temperature across college and triangulating more formal reporting.</p> <p>6.4 The FE Academic Board Minutes were received for information and assurance.</p>
7.	<p>Any other business – reported to the chair/clerk in advance.</p> <p>7.1 JC raised the issue of the social media presence of Andrew Tate and whether this would fall within Prevent reporting. TM confirmed that she would discuss this with the north west prevent co-ordinator Nigel Lund and JS confirmed that Nigel is coming to lead a development session with governors at the May development day and so this issue could also be considered further at that session.</p>
8.	<p>Any items to escalate to the risk register/report to Board</p> <p>8.1 The key points the committee agreed to escalate to the Board were:</p> <ul style="list-style-type: none"> • The challenging staffing, wellbeing and student behaviour environment and context to quality of provision, student experience and outcomes. • Very positive student experience reported in the implementation of T levels so far, strong assurance received. • Positive assurance on quality of apprenticeships and more robust evidence of employer satisfaction from employer surveys. • Positive direction of travel on improvements in agricultural engineering very encouraging. • Challenging environment impacting on student experience remains in ALE, with an action from the committee for the farm/ALE link governors to engage proactively with the Farm Steering Committee to support the college through this challenge and an offer of quality and standards governor support if needed in this forum. • A closer look at support and training for teaching and learning staff (with many new staff) at the next meeting. • Good progress with the work of link governors with some excellent engagement and reporting.
9.	<p>Date of next meeting</p> <p>The date of the next meeting was confirmed as Friday 16 June 2023 at 2pm</p>

The meeting closed at 4.35pm

Approved as a correct record 16 June 2023

Chair: Alastair Taylor