

CORPORATION OF HULL COLLEGE
STANDARDS COMMITTEE

Public Minutes of the Standards Committee meeting
held 17th October 2023 via Teams

MEMBERS PRESENT:		Matt Child Paula Gouldthorpe Joey Greenwood Rob Lawson Colin Raban	External Governor External Governor External Governor (Chair) External Governor External Governor
IN ATTENDANCE:		Lynette Leith Ranjit Singh Catherine Sykes Gino Tommasi	VP Curriculum (VPC) VP Quality (VPQ) Director of Governance VP Finance & Corporate Services (VPF&CS)
Min. No.			
OPENNING ITEMS			
S24. 1	Apologies for Absence Debra Gray.		
S24. 2	Declarations of Interest None		
S24. 3	Minutes of the previous meeting held 28th June 2023 Resolved – That the minutes of the meeting on 28 th June 2023 be approved as an accurate record and signed by the Chair.		
S24. 4	Matters Arising The Director of Governance noted the one item was related to data which remains ongoing.		
QUALITY OF EDUCATION			
S24. 5	Nursery Report The VPF&CS noted the report which was taken as read, noting that the nursery has their own Ofsted ever-ready plan and internal quality processes. He also noted that all KCSiE and GDPR training was up to date for staff in the department. Members asked about the change in funding on childcare fees, and whether this impact the provision. It was confirmed that the changes would have little or no impact to the college as approximately 70-80% enrolled children are those associated with learners of the college and are funded by bursary. In response to a members question it was confirmed that the provision is in place currently for current staff and learners rather than a commercial opportunity. Members considered how a central site could be valuable to the local area, however agreed that a review of capacity would be required following review and consideration by the EMT. Action: EMT		

<p>S24.6</p>	<p>14-16 College</p> <p>The VPC presented the report which was taken as read. In response to a member's question, it was noted that the walkthrough and peer observations happen regularly and is advanced within the 14-16 college. The VPC confirmed that learning walks feed into "talk-teach" sessions and include sharing of good practise, rather than a specific form of measuring teaching and learning, however using peer observation as a more formal mechanism was being explored. Members concurred that peer observations are enormously beneficial to observers as well as the observes.</p> <p>The VPC clarified that a recent move to online learning had taken place swiftly with no issues. It was confirmed that following the COVID pandemic that the College was able to transition seamlessly and the team able to maintain a culture of flip learning. Members were pleased to note the resilience in able to do this so quickly with limited effect to learners.</p> <p>Members noted the expected growth and whether this would generate additional funding. The VPC confirmed that the provision makes a small contribution, which is improving mainly due to staff efficiencies and that the contribution is now at a stable 25%.</p>
<p>S24.7</p>	<p>Apprenticeships Report</p> <p>The VPC noted the report which was taken as read. It was confirmed that at the start of each time the College will always have an elevated number of Past End Date (PED) learners due to the availability of completing end point assessments (EPA's). It was noted that funding stops when they learners are PED until completion is confirmed.</p> <p>In response to a member's question on withdrawals, it was noted that 22% of starts overall had withdrawn, particularly seen in those on courses that are over 2 years in length, and mostly down to change careers or jobs and move to direct employment. It was confirmed that the College does capture destination data.</p>
<p>S24.8</p>	<p>Adult Learning Update Report</p> <p>The VPC noted the report which was taken as read, noting clarification on the reduction in full time adult learners and an increase part time adult learners in that the college had planned for larger areas of adult technical programmes which hadn't materialised, however the distribution of AEB was more balanced. It was confirmed that the college had recruited to target for full time and part time adults.</p> <p>It was noted in response to the College's achievement in delivery of AEB that the reduction in provision contract was disappointing and that a business case has been submitted to the government to regain the contact as reduced. It was confirmed that further updates could be provided at the next meeting of the committee.</p> <p style="text-align: right;">Action: VPC</p> <p>In response to a member's question regarding ESOL resits, including impact and the root cause of issues (staffing etc), it was noted that several actions had been implemented to ensure a repeat error. Members noted the national FE staffing crisis and that the reliance on agency staff was increasing. Regarding the need for some learners to resit, it was confirmed that over 40% of those learners had re-sat.</p> <p>Members noted that, given the risks related to subcontracting, the reduced reliance on sub-contracting was welcome.</p>

	Members considered how the college celebrates the achievements made in this area. The VPC noted the use of social media as well as sharing with employers and stakeholders across various departments in the college. It was confirmed that the adult provision at the college is strong, and the data related to this is excellent with large numbers of learners achieving.
S24.9	<p>Programmes for Young People</p> <p>The VPC noted the report which was taken as read. She confirmed that the updated tutorial strategy incorporates the core skill categories and teachers use the strategy in the classroom.</p> <p>Regarding employability needs it was confirmed that feedback on this is directly from employers, in that the 21st century employability skills panel has supported the development and championing of the College's employability passport. Embedding the current and future needs of employers into the tutorial framework, preparing learners for employability. Members commended the colleges engagement with the sector.</p> <p>Members noted the sector average attendance for English and Maths as low, including in local competitors; however, that teaching and learning arrangements in Maths & English at Hull College are good.</p>
S24.10	<p>Higher Education Report</p> <p>The VPQ noted the report which was taken as read. It was noted that the low recruitment to Institute of Building Technologies programmes was due to learners already accepted and therefore the courses could not simply stop. It was noted that review of HE areas in the summer period had resulted in a number of course closures, however this was not an option in this instance. The VPQ confirmed that further work would be completed to review current provision and where further amendments are required whilst monitoring the learner experience for those in number of low number courses.</p> <p>The chair of the HEAC confirmed that this had been discussed at their committee, and that this was highlighted in the link governor report to be shared with the Corporation in December.</p> <p>In response to a member's question regarding the lower scores in the HE surveys; it was noted that a number of actions had taken place to address the identified areas. It was also noted how learners would be supported to complete surveys to ensure they do not misinterpret the questions, as some of the received results were not expected. The VPQ also noted that an internal focus group had been established to review the NSS result.</p> <p>In response to a member's question, linked to Deep Dive report, it was noted that the College are looking to re-establish a dedicated HE social space, however due to the repairs works to the HSAD roof, space had been limited until very recently.</p> <p>Regarding the survey, it was noted that the female response rate was much higher as there were more female learners surveyed.</p>
JOURNEY TO OUTSTANDING	
S24.11	<p>Indicative College Self-Assessment Summary Report</p> <p>The VPQ presented the indicative College Self-Assessment Summary Report which was taken as read. In response to a member's question on staffing turnover in learner support areas, it was noted that the support elements that are missing from this area are still being investigated. That said, the deep dive of the area and the appointment of the new Executive Director Learner Services and the new structure,</p>

	<p>of which posts has been appointed to, will ensure that all support areas are full utilised, and learners get the best support possible through their college journey.</p> <p>The VPQ confirmed that in terms of quality improvement, the transparent data was being reviewed to establish focus areas, that said customer service and team leader training had been completed, staffing levels particularly use of agency for LSA roles was being monitored and training was given where required on performance management processes.</p> <p>In response to a member's question on Ofsted inspection, the VPQ confirmed his confidence in the indicative grades as documented noting the significant improvements the College has made in all areas since the last full and monitoring inspections.</p> <p>In response to a members question, it was noted that the outstanding issues (i.e. as identified within MIS) were being monitored by the board and the executive management teams to ensure that progress continues and systems and implemented and integrated as required.</p>
S24.12	<p>Deep Dive Report</p> <p>The VPQ noted the report which was taken as read. Governors noted the comprehensive insight and internal review as provided in the reports which keeps the committee and the corporation fully informed and assured.</p>
S24.13	<p>Quality Improvement Plan (QIP)</p> <p>The VPQ noted the report and the number of completed actions highlighted within the report. He noted a small number of further improvements for focus as well as a review of the introduction of the effectiveness of the '5 measures' to ensure the College consistently supporting teachers to excellence.</p> <p>Members noted the level of detailed and assurance provided and the honest view of actions.</p>
LEARNER SUPPORT AND WELFARE	
S24.14	<p>Careers Update</p> <p>The VPQ presented the report which was taken as read. Members noted that internal training of careers staff to Level 4 as a positive initiative, however asked how wide across the college this would be spread and how does this provide a strong contingency against future 'key staff' leaving. In response, the VPQ noted that that the College is currently recruiting for two level 6 career advisors and the level 4 training will be rolled out across the learner services department in commitment to IAG. It was noted that future areas of support would be IAG level 4 training for curriculum staff.</p> <p>In response to a member's question, it was confirmed that previously one level 6 careers advisor has been appointed, however in order to ensure all learners are able to access CEIAG the college was able to appoint a second advisor, of which a large suitable field had been shortlisted.</p> <p>In response to a member's question, it was confirmed that the increased capacity and flexibility would enable the careers team to engage effectively with the employer engagement team, in line with the employer engagement strategy, to network regionally and understand what is going on externally. It was noted that physically, the careers, learner and employer services were closely located enabling this collaborative work.</p>
S24.15	<p>Safeguarding and Prevent Update</p> <p>The VPQ presented the Safeguarding and Prevent update. He highlighted to members the majority of safeguarding concerns remain in the Mental Health and Well-Being category at 35% of all referrals. It was noted that the college continues to promote internal and external support services for learners</p>

	<p>with mental health needs, including college counselling service, mentoring, Thrive (emotional resilience coaching), CAHMS, and MIND.</p> <p>The chair of the committee noted the detail in the report, but for further oversight on these crucial areas requested an overview of the impact of the College's safeguarding practices, including how well do the college supports individuals, how quickly intervention takes place and does the College see the right results. The VPQ confirmed that this would be included in the next report as assurance that the college effective and timely in dealing with safeguarding issues.</p> <p style="text-align: right;">Action: VPQ</p>
S24.16	<p>Learning Support Update</p> <p>The VPQ presented the report noting the key areas for improvement within Learner Services as improving support for students with Special Educational Needs and Disabilities (SEND) and Additional Learning Support (ALS). It was also noted that some key targets had been set within the learner services department.</p> <p>Members noted the challenges and needs given the changes in leadership in the department, however, were assured that that progress was being made. The VPQ noted that the next step will be to widen the provision to support HE and Apprenticeship learners in the same way as FE learners.</p>
S24.17	<p>Learner Voice</p> <p>The VPQ presented the report. In response to a question on the role of student representatives, and the arrangements that are in place to enable them to provide feedback on the student experience and involvement in decision making, it was confirmed that incline with the new student engagement strategy, that learner representatives from across the college (curriculum based) will be in place, supported by the new Head of Learner Services who starts in November.</p> <p>Members noted the additional work around learner voice, including as part of the observation and deep dive on induction, minute 12 refers.</p>
CURRICULUM PLANNING	
S24.18	<p>The VPC presented the report which was taken as read. In response to a members question it was clarified that three new HE programmes are being proposed for 2024 – an HND/C (Space Sector), a FD in Renewable Energy and a Higher Apprenticeship in Leadership and Management were produced from review of the market share with consideration of local market intelligence (LMI) and consideration of demographics.</p> <p>It was noted that as part of the Curriculum planning launch in November, a further paper would be presented the committee. This will assure members that the College is not launching any new programmes, unless its is known that there is a market for the provision.</p> <p>The chair of the HEAC noted that the committee could consider degree apprenticeships as a strength for the College.</p> <p>In response to a member's question regarding sustainability, it was noted that work on the sustainability strategy continues and will be presented to the Corporation for approval.</p> <p>Members asked for further detail on the digital passport, and how the college has worked with employers to ensure it provides the required skills for the future workforce. It was confirmed that this is work is conducted as part of the tutorial programme for learners and develops 21st century skills. Developed internally by the elevate team and designed with and endorsed by employers to ensure the bite sized learning is what is required to support learners going to their future destinations.</p>

S24.19	Tutorial Strategy and Framework for 2023-24 The VPC noted the Tutorial Strategy and Framework for 2023-24 which was taken as read. There were no questions raised, but members did note the clear and visual curriculum offer table, including how the provision profile could be better understood.
AUDIT AND COMPLIANCE	
S24.20	Progress against the Curriculum and Quality Operational Plan The VPC noted that as it was early in the year, progress against the Curriculum and Quality Operational Plan was limited, however further updates would be provided to the committee.
S24.21	Prevent Strategy Members took the prevent strategy as read. There were no points for clarification raised. Resolved: The Prevent Strategy was recommended to Corporation for approval .
COMMITTEE ASSESMENT	
S24.22	Annual Committee Self-Assessment The Director of Governance noted the positive feedback from the committee in their self-evaluation. The proposal to amend the work of the committee to amend the content of future Standards meetings was highlighted: <ul style="list-style-type: none"> • October / February / June*: Quality of Education – area specific reports. • November / April*: Strategies, documents for consideration (e.g., SAR) and changing policy (e.g. Qualification Reform), key updates and advancements in Curriculum and Quality of Education. It was noted that all meetings to include Opening Items, Journey to Outstanding Reports, Learner Support Reports, Progress against the Ops Plan, Closing Items. Members welcomed the proposal, noting that this will provide the challenge necessary for the key areas of curriculum but providing an opportunity to discuss, consider and plan for upcoming changes and greater strategic oversight (e.g. Qualification Reform). Resolved: The amendment to the Standards Committee as proposed was approved .
CLOSING ITEMS	
S24.23	Any Other Business The chair noted the notification of a full Ofsted coming up in the following week and wished the executive team the best for the inspection.
	DATE OF NEXT MEETING 28 th November 2023, 4.00 p.m.

Approved by the Standards Committee at the meeting held on 28th November 2023