

800 PRELIMINARY PROCEDURAL MATTERS

800.1 Attendance, Apologies for Absence & Chairing

Membership: Gareth Dace (Chair)
Paula Davis
John McNamara
Tony Medhurst
Anatoliy Strembitskyy

In Attendance: Sabrina Ahmed-Qureshi, Director of Quality & Learning Innovation
Jayne Chaplin, Clerk to the Corporation
Leah Markee, Student Observer
Angela McLean, Vice Principal Curriculum & Quality
Andy Todd, Marketing & Communications Manager
Mia Young, Student Observer

Apologies: Nick Buckland, Katrina Dougherty, Hannah Nicholls, Mary Pooley

In the absence of the Committee Chair, it was **RESOLVED** for Gareth Dace to Chair the meeting.

All were welcomed to the meeting and introductions were undertaken.

800.2 Declarations of Interest & Confidential Items

There were no Declarations of Interest or confidential items.

800.3 Briefing: College Marketing Activities

An overview was provided of the marketing activities that had taken place along with plans going forward, particularly highlighting:

- a. Whilst changes to the College website were continuing, it had been refreshed to make the format, content and access more appealing and user-friendly. After recognising and commending the changes made, members were advised of further plans for enhancing accessibility and the approach to the incorporation and use of AI
- b. How Social media was informed and driven by what appealed most to learners, particularly video with Tik Tok and Instagram as the most common forms of interaction. After then explaining that with less appeal, the use of X has ceased and Facebook was more popular with parents, plans were noted for the development of a dashboard to provide analysis and data regarding usage to inform future plans

Questioning and discussion included the extent of use of the College website for staff recruitment purposes, noting that whilst primarily aimed at students, the option for its inclusion remained. Members were advised however that separately, corporate videos, featuring current College employees, had been produced for such purposes.

The Marketing & Communications Manager was thanked for an interesting and informative presentation.

The Marketing & Communications Manager the left the meeting.

800.4 Minutes of the Last Meeting & Matters Arising

The Minutes of the meeting held on 5 March 2025 were agreed as a correct record and the application of the Chair's signature was authorised.

It was confirmed that there were no matters arising or outstanding actions on which to report.

801 2024/25: In Year Performance Progress & Year-end Predictions – Summer Term Reports

801.1 Quality Monitoring & Improvement

After observing discussions elsewhere on the agenda (Minute 801.2 refers) progress was summarised with the objectives in the Quality Improvement Plan (QIP) and activities for developing and further improving the quality of Teaching, Learning and Assessment. Reflecting on developments and progress, there was particular discussion of:

- a. The QIP acknowledging activity to date, then suggesting going forward that a summarised, more succinct version of the Plan would be helpful to focus members' attention on those areas requiring more in-depth discussion
- b. The activities for further developing the quality of Teaching, Learning & Assessment (TLA), acknowledging the work around learning walks, the development of parental engagement activities and the cross-College WorldSkills Implementation. Then querying and discussing the balance of focus on compliance with regulatory requirements and developing skills excellence:
 - i. Members were advised that whilst there was a parallel focus, there had been a deliberate shift in emphasis towards the development of skills excellence with the introduction of a number of strategies, particularly highlighting the move away from graded lesson observations to encourage greater creativity and innovation
 - ii. Responding to questioning, the student observers confirmed experience of communications around the benefits of WorldSkills and the opportunities available

It was then suggested that it would be helpful for greater emphasis in this regard to be made in future reports to facilitate members' discussion of progress and activity in this context.

After responding to other points of detail and following review, progress to date was noted.

801.2 Strategic Objectives & Business Planning

Year-to-date progress was summarised with objectives for 2024/25 along year-end learner outcome predictions, along with an overview of business and curriculum planning developments, particularly noting:

- a. In the context of College performance nationally, the recently published 2023/24 National Achievement Rate Data highlighting further improved outcomes for High Needs, maintaining outstanding levels, and whilst the data showed a positive picture overall with respectable outcomes, it was acknowledged that there remained room for improvement
- b. Regarding year-to-date performance:
 - i. Confirmation of an overall Retention rate of 93.7% for all learners and all programmes, 0.9pp lower than at a similar time 23/24. Reflecting further on the analysis by curriculum areas, particularly those where a decline had been identified, factors impacting on performance were summarised and it was confirmed that there had been close monitoring in-year and improvement actions identified and progress reviewed

- ii. In respect of Attendance:
 - Whilst below the aspirational 95% attendance target, rates were in-line with those recorded for the equivalent time 2023/24, confirming across all curriculum areas and when including maths and English, the overall rate to date was 84%, with a similar position for overall vocational attendance at 86% and attendance to English and Maths combined at 69%
 - It remained a key area for development and strategies were constantly reviewed
 - iii. An oral report providing an overview of the current position for predicted learner outcomes for the year, reporting that whilst slightly down on 2023/24, it was hoped for the position to improve once all results were known.
- c. In respect of Curriculum Developments:
- i. The recent Ofsted Thematic Monitoring Visit focused on the Initial Teacher Education provision, confirming that there would be no formal judgements or a report, but feedback had been extremely positive
 - ii. How the Engineering and Science teams were planning for the implementation of the College's first Foundation T – Level programmes to run from September

Following discussion, the year-to-date position was noted.

801.3 Enrolment Update

An overview was provided of the current position for 2024/25 and year-to-date Applications for 2025/26.

After recognising how Application and acceptance numbers for full-time 16-18 recruitment looked extremely positive and noting report of indications of further growth in 2025/26, members were advised that, with no guarantee of any additional funding in response to such demand, the position required monitoring and discussion about the College would respond, confirming that dialogues in this regard were ongoing.

After responding to and further clarifying points of detail, the current position was noted.

802 Compliance

802.1 Policies & Procedures (Admissions Policy)

Outlining the College commitment to and its arrangements for the consideration and processing of Further Education applications with fairness, without prejudice and in accordance with its obligations under equality legislation, the updated Admissions Policy was presented.

After summarising the key changes, noted to concern updated references, timescales and related documentation, it was **RESOLVED** to:

- **RECOMMEND** Board **APPROVAL** of the Policy

802.2 2025/26 Governance Arrangements

Confirming the periodic review of the Committee's composition and its remit to ensure it remained appropriate for the fulfilment of its responsibilities, the arrangements and supporting documentation proposed for the forthcoming academic year were considered.

After noting confirmation of the Committee Chair's review of and contentment with the updated arrangements ahead of presentation, it was **RESOLVED** to:

- **RECOMMEND** Board **APPROVAL**

803 OTHER BUSINESS & NEXT MEETING

803.1 Any Other business

None advised.

803.2 Dates of Next Meetings

Wednesday 8 October 2025, 5.30pm

Wednesday 3 December 2025, 5.30pm

Wednesday 4 March 2026, 5.30pm

Wednesday 10 June 2026, 5.30pm

Approved