

# List of Signatures

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## 2022-23 Approved CQS Minutes - 18th October 2022.pdf

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Marilyn Hawkins	One-Time-Password	2022-12-01 13:21 GMT+01



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<b>Chair</b>	Vivien Bailey OBE
<b>Corporation Members</b>	Labib Aminullah, Marilyn Hawkins (via Teams), Steve Hedges, Gerry McDonald, Rob Hull (Observer)
<b>Officers</b>	Principal Tower Hamlets & Hackney: Alison Arnaud Principal Redbridge & Epping: Narzny Khan Principal Havering: Janet Smith Group Executive Director Apprenticeships & Business Development: Jamie Stevenson (item 6 only) Group Director of Quality: Ruth Kendrick Dean & Group Director of Higher Education: Mark Smithers (item 7 only) Head of Governance – Havering: Cathy Horne
<b>Apologies</b>	Cynthia Griffin, Lily Sims, Sue Williams QPM
<b>Director of Governance</b>	Elsa Wright
<b>Item No</b>	<b>Item of business</b>
<b>PRELIMINARY PROCEDURAL MATTERS</b>	
1.	<b>Chair’s Welcome &amp; Opening Remarks</b> The Chair welcomed everyone to the meeting.
2.	<b>Apologies for Absence</b> Cynthia Griffin and Lily Sims had sent apologies for the meeting. Apologies were received after the meeting from Sue Williams who was unable to connect via TEAMS.
3.	<b>Declaration of Interests</b> There were no declarations of interest
4.	<b>Minutes of the Meeting Held on 21<sup>st</sup> June 2022</b> The minutes were <b>agreed</b> as drafted.
5.	<b>Matters Arising and Action Points from the Meeting</b> There were no matters arising. Referring to the Action Plan, the Chair confirmed that actions 1, 4 and 7 were complete and could be removed. Actions 2 (KPIs) and 5 (CRM) would be brought to the Committee in November. Members were reminded to check previous Governor visit reports before campus visits (item 6 ongoing). The Director of Governance reported that six staff had applied for the Staff Governor role and interviews would take place after half term. Interviews for Independent Members had been held, however a further search was required to find a suitable education candidate. She would be speaking to Mary Vine-Morris at the AoC and the recruitment consultants were widening their search.
<b>ITEMS FOR CHALLENGE, MONITORING &amp; REVIEW (the items were taken in a different order to the agenda)</b>	
6.	<b>Partnerships, Sub-Contracting and Employer Engagement Report</b>  The annual report outlined performance of subcontracted, partnership and employer activity for 2021-22. The Group Executive Director Apprenticeships and Business Development informed Members that 16-18 subcontracting was good with overall retention at 99%. Achievement was 96%, a 2 pp increase on the previous year. A Level results were outstanding with 98% of students gaining A*-C grades. Referring to AEB subcontracted achievement he informed Members that the overall achievement of 88% in the report had since improved to 92% following confirmation of the final 67 learners’ results. Responding to questions, the Group Director confirmed that the



	<p>Orthodox Jewish Seminaries planned to review their range of courses and it was intended to extend T Levels to them.</p> <p>He explained that the learners at Bromley by Bow had achieved 80.3%. It was important to share good practice and develop the initial assessment to improve results with these hard to reach learners. In relation to the quality control programme, learning walks were scheduled but had not yet taken place.</p> <p>The Chair questioned whether the apprenticeship target of 402 was achievable given there had been 297 enrolments to date. The Group Director confirmed that it was a challenging target but was achievable.</p> <p>The work experience and industry placement team had prioritised industry placements to support the achievement of the T Level and CDF allocation for 2022/23. There was a target of 755 CDF placements, of which 237 were Level 2 and 518 were Level 3. These were progressing well. Overall, 8562 learners required a work experience placement as part of their programme of study, but only 22% had achieved this. This was partly explained by the variance in sectors as well as higher demand from students.</p> <p>The Chair commented that the Community Engagement Report had been developed and provided an interesting narrative but that it would be helpful to see impact and progress in future reports. It was noted that Governors were required to understand employer links and wanted to see how employers fed into curriculum planning.</p> <p>Referring to the application for Strategic Development Funding (SDF), for the Central London Forward (CLF) sub-region, it was noted that NCC had been awarded £2,700k at the end of July (higher than any other in London and 9<sup>th</sup> best in the Country) with all funding to be used by 31/03/23. The three projects for which funding had been achieved were Low Carbon Technologies, Fusion Skills for Sustainable Development and Domestic Retrofit and Energy Efficiency.</p> <p><b>Action Point: The Community Engagement Report to show impact and progress.</b></p>
<p>7.</p>	<p><b>HE Update</b></p> <p>The report provided a summary of wider issues within higher education (HE) and the impact on NCC’s programmes, as well as an update on HE provision at NCC. The Committee noted that the Office for Students (OFS) continued to increase the amount of regulation and data reporting required from higher education institutions. NCC had a strong quality team within HE and was in a good position to meet these requirements.</p> <p>Two surveys had demonstrated that HE student voice was strong and indicated improvements in the quality of provision. This would particularly benefit the College in its application for the Teaching Excellence Framework which rated learner feedback highly. NCC currently held Silver status and hoped to maintain this.</p> <p>Enrolment of HE students had not met target and growth was a key area of focus over the next 3-5 years. There had been a particular issue with Construction and Engineering and it was noted that the lure of money from employment and employees not requiring higher level qualifications in order to gain work were seen as some of the reason for this. The Dean explained that current NCC Level 3 students, as well as adults, were a real opportunity for growth, particularly as the offer was quite different to that offered by a standard university degree, with lessons held virtually and a compressed time frame for completion. It was hoped that there would be a physical university centre at one of the NCC campuses in 2024 with the profile of HE raised. A further four new programmes would commence in September 2023.</p>



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	<p>The Committee noted that the OFS had approved NCC’s Access and Participation Plan (APP) in July 2022. This allowed the College to charge the highest amount for tuition fees, and set objectives which had to be met over the course of the five-year plan. One of these was to improve the non-continuation of BAME students which was currently 6% points below non-BAME and to reduce the gap in attainment between BAME students and non-BAME students which was currently a 40% point gap. The Dean commented that there were 200 students in total with only 12 from BAME backgrounds which made it difficult to make comparisons.</p>
<p><b>8.</b></p>	<p><b>Start of Term Update</b></p> <p>The CEO informed Members that the College had been unable to achieve its growth target. Overall, enrolment for students aged 16-18 was down against target and was currently 94 students below allocation, with this number potentially increasing to around 150. Across the campuses, 800 students had been lost since enrolment, although 16-18 numbers at Redbridge were up by 6% and at Havering Sixth Form by 3.5%. Elsewhere learner numbers were down with Epping the worst at -6%.</p> <p>It was noted that the enrolment period had started later and been much shorter than the previous year reflecting a return to the normal GCSE results schedule. 16-18 was also a very competitive market and the cost of living may have impacted on the number of people choosing to work rather than study.</p> <p>Adult enrolment was currently ahead of the previous year by 19%.</p> <p>Members noted that the shortfall in 16-18 recruitment had significant budget implications with a £1m funding loss. The budget for 2022/23 had assumed an overachievement of 270 16-18 learners and in-year savings would now be required.</p>
<p><b>9.</b></p>	<p><b>Interim End of Year Achievement Rates</b></p> <p>The Principal, Havering, took Members through a presentation with the campus Principals talking through their headline data. Members noted the huge impact of the pandemic and that, with the last National Rates being 2018-19 and current students not having sat any exams, it was hard to make comparisons. The pandemic had affected attendance, mental health and contributed to staffing gaps. IAG had improved. Construction was a particular area of concern with difficulty finding and retaining staff and students.</p> <p>Maths and English outcomes were good compared to the national rates, and better than 2018/19. Hackney and Epping had not performed as well as other campuses but the Rainham model had proved successful and would be rolled out across other campuses.</p> <p>The emerging themes would be brought to the Committee in November as part of the SAR. The CEO added that there would be a move away from campus to curriculum specific reporting and data and that this was a work in progress. The Chair requested that a note be included specific to Safeguarding.</p>
<p><b>10.</b></p>	<p><b>QIP Report</b></p> <p>The Group Director of Quality reminded Members that the College Self-Assessment Report 2020-21 identified headline areas for improvement from all campuses. The detailed Quality Improvement Plan (QIP) identified tangible targets and milestones to the key areas for improvement identified and combined all actions into one document. The report was the final one for 2021-22 with any residual actions taken forward into the QIP for 2022-23.</p> <p>There was one area still rated Red (Quality Improvement interventions to curriculum areas that are weakest) where interventions had not had the desired impact. Health</p>



	<p>Care and Early Years and Construction and Engineering had poor achievement. The introduction of final exams in Construction had been an issue with learners only able to sit the exam once. This had impacted on overall outcomes for 16-18 and adults.</p> <p>Amber rated areas included attendance, particularly for English and Maths, and narrowing the gap between performance at campuses. Members noted that many of the identified areas for improvement were now rated Green.</p>
11.	<p><b>Equality and Diversity Monitoring Report</b></p> <p>The report sought to provide governors with assurance that appropriate steps were taken to ensure no learner, staff member or stakeholder was disadvantaged in any way by any defined characteristic during the academic year 2021-22. The Principal, Hackney and Tower Hamlets explained that opportunities to celebrate the diversity of the college community had been embraced with events taking place on every campus. Achievement of Black African students had improved as a result of improved IAG, use of the tuition fund and better profiling of students. These positive actions now needed to be disseminated to other groups.</p> <p>Disciplinary cases had been studied with possible inequity identified. A working group of Deputy Principals were now looking into whether incisive action was required.</p> <p>Members noted there had been an increase in the number of Looked After Children (LAC), with male students performing better than females. It was also noted that there were more learners who were travellers which brought with it different issues. The live action plan would be brought to the next meeting.</p> <p><b>Action Point: Live E&amp;D action plan to be brought to the November meeting.</b></p>
12.	<p><b>AOB</b></p> <p>There were no items of any other business.</p>
13.	<p><b>Date of Next Meeting</b></p> <p>22<sup>nd</sup> November 2022 at 5.30 pm</p>
<p><b>CONFIDENTIAL ITEMS –PART 2 MINUTES</b></p>	
14.	<p>See Part 2</p>

*The meeting closed at 8.05 pm*

