

Chair	Marilyn Hawkins
Corporation Members	Claire Baker, Ruth Gilbert, Gerry McDonald, Brijesh Patel, Rob Hull (Observer), Philida Schellekens (Chair Designate), Sue Williams QPM
Officers	Principal Poplar & Hackney: Alison Arnaud Principal Havering: Janet Smith Interim Principal: Ian Fitzpatrick Head of Governance – Havering: Cathy Horne
Apologies	Paul Crossey, Narzny Khan
Director of Governance	Elsa Wright
Item No	Item of business
PRELIMINARY PROCEDURAL MATTERS	
1.	Chair's Welcome & Opening Remarks The Chair welcomed everyone to the meeting. The Committee watched a short video produced by Governance4FE which outlined the role of the Curriculum, Quality and Students Committee.
2.	Apologies for Absence Paul Crossey. Narzny Khan had also sent apologies.
3.	Declaration of Interests There were no declarations of interest.
4.	Minutes of the Meeting Held on 12th October 2023 The minutes were agreed as drafted subject to the removal of Sue Williams from the list of apologies. A Member asked if the previous minutes could be amended to show in item 10 that the Committee commended the management team for their work, particularly in relation to English and Maths.
5.	Matters Arising and Action Points from the Meeting There were no matters arising from the minutes that were not covered by the agenda. The Chair confirmed that the adult achievement rate was now included for 2022/23 and could be found on the Board portal. The other actions were either on the agenda for that evening or would be brought to the December Corporation meeting.
6.	Election of Chair The Chair reminded Members that each Committee was able to determine whether it would appoint a Vice-Chair. For the CQ&S Committee this was considered to be helpful due to its size. The Director of Governance confirmed that there had been one applicant for each position. DECISION: Philida Schellekens was appointed Chair of the Curriculum, Quality and Students Committee, with Sue Williams QPM appointed Vice-Chair.
ITEMS FOR CHALLENGE, MONITORING & REVIEW	
7.	Review of Construction, Engineering and Building Services The Interim Principal explained that recruiting and retaining staff had been particularly difficult and that Rainham had started 2022/23 with a deficit of 7 staff. As a result, some learners left their course and others did not enjoy the best start to their programme. There were also structural issues within the Leadership and Management

	<p>team, particularly at Rainham, staff absence was high and agency staff were inconsistent. Whilst this was a national problem, NCC had still performed badly against National Rates. In response to a Members questions about assessors, he added that it had also been difficult to find suitably qualified assessors which, again, was a national issue.</p> <p>Members noted that the situation was much better for 2023/24. Curriculum changes had been made to ensure that students were on the right programme with the right support in place. Maths and English attendance was good. There was a full complement of staff. In response to questioning, he confirmed that there was a market rate supplement which could be paid to new staff and that existing staff had also been moved up their scale where appropriate to aid retention. Staff were well supported.</p> <p>The Chair Designate asked about employer links and needs and was informed that there were some excellent links in place, giving an example of a large brick company which had provided the equipment for students to learn brick cladding as well as brickwork. These links enriched the programme and ensured that students left college with appropriate skills to enter the work place. The Chair Designate requested that a comment on this be included in the SAR.</p> <p>ACTION: A comment on employer links within construction, engineering and building services to be added to the SAR.</p>
<p>8.</p>	<p>New City College Self-Assessment Report 2022/23</p> <p>The Principal Havering reminded Members that the SAR was in draft form and the Committee was asked to make comments and suggestions prior to presentation to the Corporation in December. The SAR identified NCC as a Good college, a sector leader in some areas, which had positioned itself to be outstanding by the time of the next Ofsted inspection. Achievement was steady and stable and GCSE outcomes were particularly good in comparison to National Rates.</p> <p>Responding to a question, the Principal confirmed that GFE National Rates were used as a benchmark, rather than the overall National Rates which included all types of provider. There was no way to compare urban GFE colleges although MIDES data compared London colleges.</p> <p>The Chair Designate commented that the SAR provided lots of detail and read well, however within the quality of teaching, learning and assessment section it would be helpful to look more at knowledge, skills and behaviour as well as achievement. She also suggested looking at what was working well and whether the lessons learned had been spread. The Principal agreed that the portfolio of skills that learners gained could be added to the personal development section.</p> <p>Suggestions for improvement from the Committee were:</p> <ul style="list-style-type: none"> • Page 13 – expand the section on Construction to explain what the post-pandemic issues were. • Page 15 – reword the section on apprenticeships relating to gender and ethnicity as it was not clear that this referred to analysis against different cohorts. • Include more information on life skills and choices. • Include key statements on the inside front cover to show what has been achieved since the previous SAR and what the key areas for improvement are. <p>The Committee welcomed the SAR which provided good evidence and was clear.</p> <p>The Chair of the Corporation asked what the College needed to do in order to be outstanding and was informed by the Group Principal and CEO that the main areas would be to resolve the issues in Construction; to enhance learners life chances and choices; and to show more T&L evidence. He added that there was a whole College approach to research with some exciting projects taking place. Inspectors would be keen to see exciting and innovative teaching and learning and this would drive the College to</p>

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	<p>outstanding. Members commented that it would be good to see the research projects taking place.</p> <p>Any comments should be emailed to the Director of Governance who would forward them onto the Principal Havering for consideration.</p>
9.	<p>KPIs</p> <p>Introducing the final KPI report for 2022/23, the Principal Havering reported that the majority of performance indicators were rated Green or Amber, however three areas had been rated Red: Achievement for GCSE Maths and English; Attendance; and Internal progression rates. Noting the reasons for the underperformance and particularly that achievement for GCSE Maths and English was significantly above National Rates, the Committee suggested having two targets – achievable and aspirational. Management commented that the College was aiming for outstanding and that it was important to set stretch targets in order to move forward. A new approach was being suggested for 2023/24 with a greater focus on curriculum consistency and the quality of the teaching and learning experience. Members commented that the KPIs should include skills for life and skills for work and continue to focus on attendance. The Chair reminded management that they could seek advice from the Committee if they needed to ahead of the next meeting in March.</p>
10.	<p>Quality Improvement Plan 2023/24</p> <p>The Principal Havering explained that the Quality Improvement Plan was a summary of target areas for improvement taken from the SAR. Priority monitoring for each of the four target areas (shown below) would be led by a Principal with reports to each CQ&S Committee for monitoring:</p> <ul style="list-style-type: none"> • Improve achievement rates in provision within Construction and Engineering and Health and Social Care directorates and some A level subjects; • Improve achievement rates for students with declared mental health needs; • Improve attendance across the Group and close the gap between attendance at English, maths and vocational provision; • Further improve teaching, learning and assessment to ensure that there is greater consistency across the Group. <p>Members were asked to confirm that they were happy with the areas after which the Principal would populate the list with actions. The Committee requested that skills and the employability agenda be fitted within the fourth target area.</p> <p>ACTION: Principal Havering to include actions relating to skills and employability within the Teaching and Learning improvement area.</p>
11.	<p>Student Voice</p> <p>Introducing the report which summarised the outcomes from the first Student Perception of College (SPOC) survey of 2023/24, the Principal and CEO commented that he was particularly pleased to note that 96% of students feel safe at college.</p> <p>A Member asked how the college checked to ensure that the survey was inclusive, bearing in mind varying literacy skills. The Principal and CEO responded that this was done but was not made clear in the report and that he would ensure that this was included in future. The point was also made that adults may be less likely to engage, particularly those on ESOL courses at Poplar. The participation rate of 47% was a 1% increase on the previous year and methods to increase this further were being looked into.</p> <p>Members discussed the reasons for students choosing NCC and noted that at Havering Sixth Form, which had scored lowest in first choice rating at 77%, students had several selective school sixth forms to choose from which tended to be popular. However, there was growing demand.</p>

	ACTION: Principal and CEO to ensure that the student voice report explained how students with varying literacy skills were supported to complete the survey.
12.	<p>Community Engagement Report</p> <p>The Principal and CEO introduced the report written by the Group Executive Director Marketing, explaining that it reflected the college’s approach to community engagement and the benefits of the work. He explained that the community engagement work was extensive, with a significant number of people and external organisations involved, including Job Centre Plus, local MPs, the Association of Colleges, the Education and Training Foundation, and Secondary Heads.</p> <p>Following discussion, it was agreed that future reports would include more on employers and employability as well as engagement with parents. The Principal and CEO commented that access into schools, particularly in Hackney and Tower Hamlets was difficult and a Member suggested approaching primary schools as engagement with parents at this stage could be of benefit. She also suggested that Governors be informed of areas of development to enable them to offer support where appropriate.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • Future Community Engagement reports to include a section on employers and employability as well as engagement with parents. • Management to keep Members informed of the areas of development.
CONFIDENTIAL ITEMS – SEE PART 2 MINUTES	
12.	<p>AOB</p> <p>The Chair requested that a mechanism for Governor visits be set up, adding that these were important as they enabled Members to triangulate the information and data provided. The Assistant Principals commented that Governors were always welcome to visit their campuses.</p> <p>ACTION: Governor Visits to be arranged.</p>
13.	<p>Date of Next Meeting</p> <p>12th March 2024 at 5.30 pm</p>

The meeting closed at 7.21 pm

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