

Kirklees College Corporation

QUALITY, PERFORMANCE AND STANDARDS COMMITTEEMinutes of the meeting held on Monday 25 June 2018 at 3.30pm at the Huddersfield Centre

Present:	Mrs C George Dr A Williams Ms M Gilluley	Independent member Independent member Principal and Chief Executive
Attendance:	3/9 = 33%	[KPI 80%, Quorum 3]
Apologies:	Prof S Donnelly Mr G Hetherington Ms E Hainsworth Ms S Weston Ms J Nowacki Mr N Taylor	Independent member Independent member Independent member Independent member Independent member Staff member
In attendance:	Mr D Winward Ms P Firth Mrs C Gonzalez-Eslava Ms P Hughes Mr A Hutchinson Ms H Rose	Clerk to the Corporation Head of Teacher Development Vice Principal Assistant Principal Assistant Principal Director of Business Development

The meeting was preceded by a presentation by a member of staff and 2 students on the Vocational Focus initiative, for which the Vice Principal had provided a report for discussion during the main body of the meeting.

50. Apologies for absence

Apologies were received from members as listed above.

51. Declarations of interest

There were no declarations of interest.

52. Minutes of the previous meeting

The minutes of the meeting of 12 March 2018 were approved as a correct record.

53. Matters arising from the minutes of the previous meeting

(a) There were no matters arising not covered elsewhere on the agenda.

(b) Update on agreed actions

The Committee received an update on previously agreed actions. There were none outstanding.

54. Post-Inspection (OFSTED) Action Plan

Ms Hughes presented an update on progress against the College's Quality Improvement Plan (QIP). This included the College QIP target tracker document which showed the RAG-rated progress for each element of the QIP at 6 measurement dates through the year.

The report also included actions in response to the improvement next steps recognised in the report by Ofsted following the inspection which took place in March 2018.

In discussion, members:

- questioned how progress on English & maths was measured and whether this method was acceptable to Ofsted. Ms Hughes explained that whilst prior attainment information was received from schools, all students underwent an initial assessment on arrival at the College and at subsequent assessment points during the year. Ofsted had been pleased with the systems in place. It was, however, accepted that there was a need to get better data from schools in order to assist in the transition, and Ms Hughes intended to look at this;
- questioned the added value for Diploma level 3 reported as 0.41 improvement and how that compared to national rates. Ms Hughes explained that this was based on prior attainment, with 90% of students approximately half a grade up on expectation, which was regarded as a really strong position. She agreed to consider how this could be reported contextually;
- suggested that a brief stand-alone paper could be provided for governors' future reference, showing the process by which the College monitors students progress.

RESOLVED: to receive the report.

ACTION:

1. **Ms Hughes to consider how to improve data collection from schools.**
2. **Ms Hughes to consider how better to report added value contextually.**
3. **Ms Hughes to prepare a brief reference sheet for governors on the monitoring of progress.**

55. Retention Report

Ms Hughes presented a report on retention at the R10 data point. Overall retention for Education and Training was 91.78%, 0.82% higher than the same point in 2016/17.

Best case achievement for apprenticeships was 76.51% which was below the 2016/17 level of 77.9%. Best case for timely apprenticeships was 73.54%, compared to 74.12%. The decline was primarily attributable to Construction and Engineering areas.

The report included detailed analysis by curriculum area and different groups of learners, for which there were few significant gaps at whole college level.

In discussion, members:

- noted the reported gaps and recognised this as a really good position overall. Members were assured that there were many things being put into place to address the decline in Engineering;
- noted that many lower-performing areas were those where intake had increased and questioned whether this was a linked issue. Ms Hughes accepted that the recruitment approach could be a factor as well as course content, if some students found the subject matter too difficult. The PEERs reviews process would be used to identify these issues in greater detail. The Principal assured the Committee that there had not been a conscious decision to reduce entrance standards. The Vice Principal pointed to a converse position in Hair & Beauty and Adult provision which had seen a big increase in numbers but showed positive retention. It was unlikely to be able to isolate the cause to a single issue;
- welcomed the improvement and comparison data to the College's previous year and suggested the inclusion of national / regional averages in future reports.

RESOLVED: to receive the report.

56. **Cause for Concern (CfC) and Improvement Notices (IN)**

Ms Hughes presented this report. Of the 10 areas subject to a CfC or IN, 5 were rated high risk, 4 medium and one low risk. The report listed the key actions taken and progress to date. These included over 200 Performance Evaluation and Enhancement Reviews (PEERs), reviews of curriculum and entry requirements, preparation of recovery plans, regular risk-rated meetings for apprenticeships and the scheduling of early Internal Quality Reviews (IQRs).

Adult English & Maths and Business had seen lower retention compared to the same point in 2016/17, but improvements had been made in retention for Childhood Studies, Creative Industries, Engineering and Science.

Construction apprenticeships were rated high risk, with best case achievement for 2017/18 62.07%, although best case achievement for 2018/19 had significantly increased to 91.61%. The decline in Engineering apprenticeships had slowed and best case 2018/19 was 79.92%.

Members:

- were disappointed to note the 'staggering' reduction in retention for Engineering apprenticeships by 13.93% and Construction by 8.33% at the R10 data point. Ms Hughes responded that this should be seen in the context of previously very high achievement. She pointed out that the decline had slowed and she regarded this as a 'blip' year;
- questioned whether this performance might affect the views of employers. It was reported that employers were very interested in information such as Ofsted grades and numbers of apprenticeships; they were unlikely to be focussed on withdrawal rates. Nevertheless, it was accepted that performance reviews must be effective;
- requested a further report on this at the next meeting.

RESOLVED: to receive the report.

Mrs George had to leave the meeting at this point, 1635hrs, to attend to an urgent matter. The meeting was no longer quorate and was terminated.

A further meeting of the Committee was subsequently arranged for 13 July 2018 to take the remaining items of business.