

## KIRKLEES COLLEGE CORPORATION

### CURRICULUM STRATEGY COMMITTEE

**Minutes of a meeting held from 1500 to 1730 on 24 February 2024**  
**Held in the Conference Centre, Waterfront Centre, Huddersfield**

Present	E Highfield C George P Singh R Blackburn	Independent Governor (Chair) Independent Governor Executive Governor Independent Governor (Items 7-10 virtually)
	60% rising to 80%	KPI 80% Quorum: 3 (60%)
In Attendance:	J Arechiga L Buckley P Doherty P Hughes J Robinson H Rose C Tague	Vice Principal Curriculum & Innovation Assistant Principal, Curriculum & Performance Vice Principal Finance & Resources Assistant Principal, Quality & Student Experience Staff Governor Observer Director of External Relations and Apprenticeships Director of Governance & Compliance (clerk)

Item	Action/ Synopsis Item
<b>PRELIMINARY ITEMS</b>	
<b>1</b>	<b>WELCOME AND INTRODUCTIONS</b>  <b>RESOLVED:</b> That E Highfield be appointed as Committee Chair with immediate effect.  The Chair welcomed everyone to the meeting.
<b>2.1</b>	<b>NOTICE AND QUORUM</b>  Due notice of the meeting had been given and the meeting was quorate.
<b>2.2</b>	<b>APOLOGIES FOR ABSENCE</b>  It was noted that R Blackburn would be joining virtually later in the meeting.
<b>2.3</b>	<b>DECLARATIONS OF INTEREST</b>  No interests were declared.
<b>3.1</b>	<b>APPROVAL OF PREVIOUS MINUTES</b>  <b>RESOLVED:</b> The minutes of the meeting held on 6 December 2023 were approved as a correct record.
<b>3.2</b>	<b>MATTERS ARISING NOT ON THE AGENDA</b>  No matters were raised.

Item		Action/ Synopsis Item
3.3	<p><b>UPDATE ON AGREED ACTIONS</b></p> <ol style="list-style-type: none"> <li><b>Update the Committee on the developing Digital Strategy</b> – on the meeting agenda (Item 4)</li> <li><b>Discuss the Employer Engagement strategy and employer satisfaction measures</b> – on the meeting agenda (Item 8)</li> <li><b>Bring the Curriculum Efficiency and Financial Sustainability Support review report to the next Committee meeting, following discussion at Corporation</b> – governors received the CEFSS report, welcomed the positive findings and noted that recommendations were in train. In discussing the item, it was acknowledged that moving forward, it was important that strategic priorities were aligned to the relevant committee/chair.  It was <b>agreed</b> that the Committee would monitor implementation of the CEFSS recommendations on a light touch basis.</li> <li><b>Take an Office for Students registration cost benefit analysis paper to SLT</b> – actioned</li> <li><b>Report on the breakdown of the apprenticeship cohort in terms of sex, age, ethnicity, disability, etc. and the relationship to growth and performance</b> – governors received the paper requested and noted the information therein. It was <b>agreed</b> that the report would be submitted to the EDI group for discussion.</li> <li><b>Note the need for a terms of reference review in JG's handover notes</b> – noted.</li> </ol>	<p><b>PD</b></p> <p><b>LB</b></p>
4	<p><b>QUESTIONS AND RESPONSES SUMMARY PAPER</b></p> <p>No questions were received in advance of the meeting.</p>	
1510	<p><i>All attendees vacated the Conference Suite to take part in a visit to the English &amp; Maths suite, Immersive Room and VR and podcasting rooms</i></p>	
<b>Curriculum Development: LSIPs, curriculum reforms and innovation</b>		
1515	<p><i>Attendees reconvened in the English &amp; Maths suite and N Spaxman (NS), Head of IT and System Development, K Pogson (KP), Teaching Learning &amp; Digital Innovation Manager and K Ingleson (KI), Teaching, Learning and Digital Lead joined the meeting.</i></p>	
5	<p><b>ARTIFICIAL DEVELOPMENT – DIGITAL STRATEGY AND VISION UPDATE</b></p> <ol style="list-style-type: none"> <li>NS delivered a presentation in relation to the Digital Vision 2023-25.</li> <li>It was noted that the strategy had been launched in October 2023 and the intention for the first year was to build curiosity and target enthusiasts in areas that were keen to engage and test, before a wider roll-out.</li> <li>Microsoft Co-pilot was being trialled and staff were receiving training and being encouraged to experiment with EdTech. With regards to EdTech, 50 licenses had been purchased and users had reported that working outside of standard hours had reduced by an average of 3 hours per week.</li> </ol>	

Item		Action/ Synopsis Item
5.4	The importance of staff training and engagement was highlighted to ensure that the technologies were used to their full potential.	
5.5	<p><b>Corporation report:</b> The Committee toured the College's innovation hub and VR and podcasting room and were given a demonstration of the VR technologies on offer. The Committee also visited the recently installed immersive room where potential application was demonstrated and discussed.</p> <p>In considering the Digital Strategy and Vision update, the Committee welcomed the early adopter approach outlined and felt that implementation was well-planned from a delivery point of view.</p> <p>The potential of the technologies presented was discussed and welcomed, both from an innovation and learning experience perspective, as well as the potential to improve staff wellbeing through the utilisation of AI to assist with lesson preparation.</p>	
1610	<i>Attendees left to return to and reconvene in the Conference Suite. N Spaxman, K Pogson and K Ingleson left the meeting.</i>	
6	<b>DEWSBURY UPDATE</b>	
6.1	L Buckley and H Rose delivered a presentation which detailed the timeline for the new provision at Dewsbury and set out elements due for completion in September 2024 and longer term.	
6.2	In terms of longer term planning, progress on the Kirklees Build project was outlined as were opportunities to engage with a large plant hire company on the development of an Operator Skills Hub and a mobile training unit for school engagement and on-site training. The need to acquire land urgently to accommodate this and avoid losing LSIF funding was noted and discussions were underway in this respect.	
6.3	<p><b>Corporation report:</b> The Committee noted the timeline for new provision across a number of curriculum areas at Dewsbury and agreed that it demonstrated a curriculum offer with clearly developed pathways and was responsive to the demographics and demand in the area.</p> <p>The creative approach to building utilisation and plans to enhance the student experience for foundation learners was welcomed, as was the longer term potential to significantly develop and expand construction and land based provision through employer engagement opportunities.</p>	
<b>Employer Engagement: employer voice, partnerships and apprenticeship growth</b>		
1635	<i>R Blackburn (Independent Governor) joined the meeting virtually</i>	
7	<b>Key partnership and project update</b>	
7.1	<p>H Rose delivered a presentation which provided an update on partnerships and projects. Key points of note included:-</p> <ul style="list-style-type: none"> <li>Discussions were taking place with the NHS as to the utilisation of data science and the interconnection between health inequalities and education outcomes;</li> </ul>	

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7.2	<ul style="list-style-type: none"> <li>– Positive relations with Huddersfield New College continued, with Kirklees College referenced in HNC's recent OFSTED report; and</li> <li>– The LSIF and Kirklees Build were making good progress.</li> </ul> <p>Frustration was expressed at the lack of progress on the LSIP, particularly given the commitment shown by the College, exemplified by the establishment of the Curriculum Strategy Committee. It was hoped that recent staff recruitment might provide the required stimulus required to drive the work forward.</p>	
7.3	<b>Resolved:</b> The information presented was noted.	
8	<p><b>Update on Employer Engagement Strategy 2024-26</b></p> <p>8.1 H Rose presented a report in relation to the refreshed and revised Kirklees College's Employer Engagement Strategy for the period 2024-2026.</p> <p>8.2 Members were advised that the annual Employer Survey had now closed and an analysis of the data would be available for the next meeting of the Committee. Whilst there had been a low response rate, initial analysis indicated a positive position with 92% of returns stating that the employer would recommend the college.</p> <p>8.3 It was acknowledged that whilst there had been some historical relationship breakdown in the field of engineering, this was not the current position and it was important to change that perception and promote the positive relationship between employers and the college</p> <p>8.4 <b>Action:</b> Analysis of the annual Employer Survey to be brought to the next meeting of the Committee.</p> <p>8.5 <b>Corporation report:</b> The Committee welcomed the refreshed Employer Engagement Strategy 2024-26.</p>	HR
9	<p><b>ADVANCED BRITISH STANDARD UPDATE</b></p> <p>9.1 PH advised the Committee that the DfE had launched a consultation as to their proposals to change education for 16-19 year old students via the Advanced British Standard (ABS) with the rationale of elevating technical education in line with academic qualifications. It was noted that the consultation period ended on 20 March 2024.</p> <p>9.2 Whilst the rationale and proposal to increase student contact time were to be welcomed, the timescales and potential impact on the aspirations of those pupils who did not achieve good grades at school were acknowledged as was the current national political context.</p> <p>9.3 <b>Action:</b> The Committee noted the information and asked that the consultation document be forwarded to all governors for information.</p>	PH
<b>Marketing/Growth: student recruitment; marketing updates, activities and strategy</b>		
1705	<i>S Rawson, Head of Marketing, Student Recruitment and Careers joined the meeting.</i>	

## Item

Action/  
Synopsis Item

<b>10</b>	<b>Marketing Activity</b>	
10.1	<p>S Rawson presented an update in relation to 16-18, HE, Apprenticeships, Adults and Dewsbury marketing activities.</p> <p>The potential to play a key role in the regeneration and development of Dewsbury was highlighted as was the importance of working with partners and community groups to drive this forward. This included the Dewsbury Town Deal Board who would be looking to implement plans and allocate the recent government funding allocation for Dewsbury.</p>	
10.2	<b>Resolved:</b> The Committee welcomed the update and marketing activity outlined.	
<b>Administration</b>		
<b>11</b>	<b>DATE OF NEXT MEETING</b>	
	Tuesday 23 April 2024 at 1500	
<b>12</b>	<b>PUBLICATION OF AGENDA PAPERS</b>	
	This item was not discussed.	
	<b>CLOSE</b>	
	There being no further business, the Chair declared the meeting closed at 1730.	

<b>AGREED ACTIONS</b>				
	<b>Who</b>	<b>Action</b>	<b>Min</b>	<b>By</b>
1.	PD	It was agreed that the Committee would monitor implementation of the CEFSS recommendations on a light touch basis.	3.3.3	6 month review
2	LB	The report on the breakdown of the apprenticeship cohort in terms of sex, age, ethnicity, disability, etc. and the relationship to growth and performance to be submitted to the EDI group for discussion.	3.3.4	23/4/24
3	HR	Analysis of the annual Employer Survey to be brought to the next meeting of the Committee.	8.4	23/4/24
4	PH	The Committee noted the information and asked that the ABS consultation document be forwarded to all governors for information.	9.3	ASAP

ITEMS OF REPORT TO THE CORPORATION		
	Details	Min
1.	<p>The Committee toured the College's innovation hub and VR and podcasting room and were given a demonstration of the VR technologies on offer. The Committee also visited the recently installed immersive room where potential application was demonstrated and discussed.</p> <p>In considering the Digital Strategy and Vision update, the Committee welcomed the early adopter approach outlined and felt that implementation was well-planned from a delivery point of view.</p> <p>The potential of the technologies presented was discussed and welcomed, both from an innovation and learning experience perspective, as well as the potential to improve staff wellbeing through the utilisation of AI to assist with lesson preparation.</p>	5.5
2	<p>The Committee noted the timeline for new provision across a number of curriculum areas at Dewsbury and agreed that it demonstrated a curriculum offer with clearly developed pathways and was responsive to the demographics and demand in the area.</p> <p>The creative approach to building utilisation and plans to enhance the student experience for foundation learners was welcomed, as was the longer term potential to significantly develop and expand construction and land based provision through employer engagement opportunities.</p>	6.3
3	The Committee welcomed the refreshed Employer Engagement Strategy 2024-26.	8.5