

**MINUTES  
CURRICULUM & QUALITY COMMITTEE**

Date: Wednesday 26 June 2024

Via Microsoft Teams

Time: 5:30pm

<b>Chair</b>	Danny Ridgeway
<b>Corporation Members</b>	Geoffrey Makstutis, Joanne Roxburgh, John McMahon, Paul Stephen
<b>In Attendance</b>	Deputy CEO: Jamie Purser Chief Operating Officer: Judith Abbott Vice Principal, Adult & Skills: Sharon Cousins Vice Principal, Study Programmes, HE & Quality: Simon Drane
<b>Clerk to the Corporation</b>	Judith Nelson

Item No	Item of business
<b>PRELIMINARY PROCEDURAL MATTERS</b>	
1.	<b>Chair's Welcome &amp; Opening Remarks</b> The chair welcomed Sharon Cousins and Simon Drane.
2.	<b>Apologies For Absence</b> <ul style="list-style-type: none"> <li>Geoffrey Makstutis</li> </ul>
3.	<b>Declaration of Interests</b> None
4.	<b>Minutes of the Last Meeting Held on 13 March 2024</b> The minutes were signed as a true and accurate record.
5.	<b>Matters Arising and Action Points from the Meeting</b> There were no outstanding items to report.
<b>ITEMS FOR CHALLENGE, MONITORING &amp; REVIEW (INTENT / IMPLEMENTATION / IMPACT)</b>	
6.	<b>C&amp;Q Cycle of Business 2024-2025</b> Governors reviewed and noted the annual C&Q cycle of business. Governors noted the annual cycle of agenda items for the meetings may be subject to change on a periodic basis in order to reflect governor requests, statutory and legal requirements.
7.	<b>Curriculum Update</b> Governors received an update on the current curriculum progress reporting on 16-18's, adult, SEND and Apprenticeships. The update included attendance; retention; progress on the areas of provision requiring improvement; 16-18 applications and a first indication of predicted student achievement for 2023/24. Noting the following pertinent points:  <b>16-18 Learning &amp; Progress:</b> <ul style="list-style-type: none"> <li>The College has retained 92.7% of its young learners, compared to 92.6% of learners at year end in 22/23.</li> <li>The intervention in Digital continues to have a positive impact on retention and predicted outcomes. Predictions are still on target for an increase in student achievement this year to exceed national rate of 79.6%, compared to 67.9% last year.</li> <li>The intervention in accounting for 16-18 continues to show impact positive trend with 100% retention maintained at L2.</li> <li>English and maths remain an area for improvement.</li> </ul> <b>Adult Enrolments Funding Thresholds and Current Progress:</b> <ul style="list-style-type: none"> <li>The overall predicted achievement rate for the Access to HE provision is 85%, which is a slight decline from the previous prediction of 87%, mainly due to a failure to recruit permanent staff in the health and social care team which has led to lower than expected student retention.</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ The subcontract that was agreed with Canary Wharf Learning Centre has not met its predicted contract value and the delivery profile has been reforecast from £400k to £90k. The College has decided not to continue with any subcontracting next academic year.</li> <li>▪ There has been agreement to close the ESOL provision at Beckton Globe Learning Centre and develop the ESOL curriculum at the main campuses and three remaining community sites.</li> </ul> <p><b>SEND:</b> The College has received approval for the SEND capital funding bid submission; this funding will create:</p> <ul style="list-style-type: none"> <li>○ An independent living flat with an independent kitchen.</li> <li>○ Provision for learners with Profound and Multiple Learning Disabilities.</li> <li>○ Provision for those with Social, Emotional, and Mental Health diagnoses as their primary need.</li> </ul> <p><b>Attendance:</b> Attendance remains an area of focus, overall attendance for study programmes requires further improvement. Further strategic focus on accurate recording of registers and holding staff to account for inaccuracies has improved the validity of attendance data:</p> <ul style="list-style-type: none"> <li>○ 16-18 attendance 75.2%</li> <li>○ 19+ attendance 84.0%</li> <li>○ Overall 79.3%</li> <li>○ Overall English and maths attendance <b>78.39%</b></li> </ul> <p>Attendance for GCSE English &amp; maths has declined significantly following GCSE exams.</p> <p><b>Apprenticeships:</b> The College has increased apprenticeship enrolments by 28% compared to this time the previous year, however overall enrolments versus target is down (97 v 131). Further remedial work to increase enrolments throughout term 3 is in place, but it is likely that the overall apprenticeship enrolment target will be missed this year.</p>
8.	<p><b>College Key Performance Indicators (KPIs) 2023-2024 Position Update</b> Governors reviewed the KPIs noting the key adverse deltas relate to apprenticeship and HE starts, and attendance. Apprentices are showing growth, but the plan below; HE was affected by the timing of the OfS decision. One significant step forward this year has been in the level of attendance at public exams.</p> <p><b><i>ACTION: The Director of Apprenticeships to attend the March Curriculum &amp; Quality Committee to provide governors with a deep dive and review progress.</i></b></p>
9.	<p><b>QDP Learner Voice Term 2 Results</b> Governors received the updated report and noted that out of 5,787 learners 4,871 responded to the survey. This represents a return rate of 84%, which QDP considers to be very good. This reflects the same return rate as term 1. The overall satisfaction rate is 92%, reflecting the same response as the spring survey of 2023. This reflects a -4% decline against National External Benchmarks for all providers, although +2% when compared to London Region.</p>
10.	<p><b>Pearson Letter of Comfort</b> Governors were made aware that the letter of comfort was no longer required, as Jamie Purser received confirmation from Pearson's Senior Business and Standards Manager on Friday 21 June that all sanctions, embargos, and restrictions on NewVlc have been lifted with immediate effect.</p>
11.	<p><b>Any Other Business</b> Governors reviewed and noted the interim Principal, NewVlc's Principal report.</p>
12.	<p><b>Meeting Schedule for 2024-2025 @ 5:30pm</b></p> <ul style="list-style-type: none"> <li>▪ 27 November 2024</li> <li>▪ 05 March 2025</li> <li>▪ 25 June 2025</li> </ul>