

Sussex Coast College Board Draft minutes

Date	18 June 2018	Time	15.00
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Venue	Boardroom, 5 th floor, Station Plaza, Hastings
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Chair	Tony Campbell
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Membership: Tony Campbell (Chair), Steve Baldry, Pat Farmer, Simon Hubbard, Kim Novis, Sue Walton

In attendance: Principal Sussex Coast College and University Centre (Jim Sharpe), Executive Director Strategic Partnerships and Engagement (Dan Shelley)

Apologies: Simon Hubbard

	Item	Action
1)	Apologies were received from Simon Hubbard.	
2)	Declarations of Interest Sue Walton declared an interest as CEO of the Pestalozzi Group. Pat Farmer declared an interest as a member of the Hastings and Rother Task Force.	
3)	Chair's introduction and welcomes The Chair welcomed the Committee members and congratulated JS on his appointment as Principal of the Sussex Coast College. The Chair explained that the role of the Committee is to support and challenge the Principal in his role.	
4)	Sussex Coast College Board membership – stakeholders, students, staff members The Director of Governance explained that the aim is to recruit local stakeholders to the College Board such as employers, head teachers and key members of the local community. Two staff and student members will join the College Board, elected by the Principal. Final approval for appointments will lie with the ESCG Board but the College Board will have the freedom to choose approach and recommend their members. She explained that discussions were taking place about the status of College Board members and the Search and Governance Committee was working with the Chairs and Principals to take forward. Draft terms of reference are in place and a meeting will take place shortly with Chairs of College Boards and Principals to progress the terms of reference. DS provided an update on the membership discussions that had taken place at the Eastbourne College Board. The Chair reported that it is important to link into the local schools. He noted that the Borough Council have always been involved with the College. He felt it is key to get partnerships with employers moving forward. All agreed that the staff and student representation is important. It was agreed that the remit of the College Board should be clear before stakeholders are approached. SW felt members with a broad oversight of the	

	<p>community rather than a specific sector experience, which may lead to conflicts of interest, was important.</p> <p>SB reported that there are no huge employers in the area but active representation from the key sector areas was important. He asked if there was difficulty in appointing governors and the Director of Governance explained that previous recruitment had not targeted individuals and it was proposed that the College Board proposes specific people it would like to appoint who would then be approached personally. SW noted that it has been difficult getting diversity on the Board.</p> <p>The Chair noted that HE expertise was required to provide support and challenge for the University Centre.</p> <p>The Chair noted that he did not want the College Board to be solely a curriculum and standards committee and it should have oversight of all areas of College activity and be responsible for connectivity with the community. PF explained that the three Colleges are going to need to have a structure that allows them to be managed individually. He cited the Newcastle Group who are working towards having individual Ofsted inspections. The Chair noted that he wanted the College Board to have clear local accountability. He explained that more contact with the schools, connections with local employers and the local community and understanding and representation from these areas was key. The aim of the College Board is to ensure that the College is engaging with the local community to improve the area.</p> <p>The Chair voiced his concerns that centralising the Marketing department would lose the localness of the brand. DS reported that next year's first prospectus has a centralised course guide with three campus guides. He assured members that there is no risk to the community feel of the marketing and currently the Group is looking at how the branding is carried out and highlighting the unique selling benefits of each College to customers.</p> <p>The Chair asked members to send through any suggestions for College Board membership to the Directors of Governance.</p>	<p>All</p>
<p>5)</p>	<p>Predicted outcomes for learners update (17/18)</p> <p>JS reported as follows:</p> <ul style="list-style-type: none"> • Outcomes for learners for last year were graded a strong Good • This year the College is doing everything to land the same outcomes • Sector wise there is a dip in outcomes • The College is positive on almost all areas of retention. The issues are almost exclusively confined to the A level provision and the move to the two year A level programme is high risk • There is a significant improvement in adult retention due to improvements in the curriculum and a reduction of e learning provision • Achievement is pass rates multiplied by the number of students retained. Predicted achievement for this academic year is as expected. For Applied General and Vocational it is very strong. There is a slight dip in Hospitality and Catering and Travel and Tourism due to delicate margins with low student numbers. Work Based Learning is positive with improvements • The increases in predicted achievement this year are not as improved as 	

	<p>previous years but JS noted that as quality improves there is a smaller margin for improvement</p> <ul style="list-style-type: none"> • [confidential item] • A standard pass for GCSE is a four and a good pass is a five. There is discussion about whether to increase the recruitment rate from four to five for applicants but this would lead to a potential risk to enrolment • The GCSE and A levels are new and national rates are uncertain at the moment • There is now a cross college approach to delivering A Levels to address staffing issues • JS provided an updated on predicted Value Added (VA). The ALPs system is not what the Department for Education (DfE) use but the DfE system is not fit for the purposes the College requires • The College is predicting that the A Level VA will be neutral (the same as last year). There have been improvements in VA for the majority of areas. The biggest challenge is Health and Social Care although there has been good progress at curriculum level • Improving VA is a three year journey and the significant changes will be in individual staff pedagogy • English and maths – students coming to the College with Grade D or below need to enrol on English and maths GCSE, or a Functional Skills Course. 750-800 students are currently doing either GCSE (48%) or Functional skills (52%). The College is predicting strong performances on GCSEs. Last year it was 4% above that national rate for English and 11% below the national rate for maths. The mocks have been a lot more robust this year, exams were cross moderated and results were strong. There was excellent attendance for the exams of 97% against a sector average of 89%. Despite the improvements in place it remains a high risk area • Members asked when they will be informed of the results and JS noted that an email detailing the results will go out of the 23 August to all governors • The Chair and PF asked for details of the Curriculum Monitoring meetings and PPRs. The Director of Governance noted that a new programme of governor development and involvement is being developed in consultation with the Chair of the Search and Governance Committee and the CEO and would be circulated in time for the new academic year. She noted that the programme would be for all governors to attend events and would not be campus based. JS noted that he welcomed governors to attend all PPRs, monitoring meetings, learning walks and lesson observations. 	<p>JS</p> <p>Directors of Governance</p>
6)	<p>Management appointments update [confidential item]</p>	
7)	<p>Employer Engagement DS reported that he is currently engaging with the different key employment sectors in the county. He sits on the East Sussex County Council Skills East Sussex (SES) board which looks at how the employment and skills plan is fed into both LEPs to challenge education providers to better meet the skills need in the area both now and in the future. The SES subgroups go into more detail on</p>	

	<p>the future and future skills needs with groups focusing on Construction, Engineering, Land Based, Care and Creative and Digital. The meetings are being used by the College as vehicles to drive forward planning for curriculum development. The College has developed a number of new apprenticeships and the curriculum plan will go to the SES meeting next week.</p> <p>DS is working with the three Principals to develop a curriculum strategy for the new College Group for 3-5 years alongside local labour market intelligence.</p> <p>He noted that the delivery of adult education requires further work.</p> <p>PF asked when the next Sussex Skills Solutions meeting will take place and DS noted that a date will be sent out shortly.</p>	DS
8)	<p>Applications and progression update for 18/19 JS reported as follows:</p> <ul style="list-style-type: none"> • The College is 300 16-18s up from last year in terms of applications and 200 up on 19+ • KN asked about the whole equalities programme of the students applying. JS reported that data is available in the College Self Assessment Report. Some data is collected in applications and Education Health Care Plans (EHCPs) are declared to plan provision for the individual student. The College does not drill down into data at the application stage but it is done course area as part of the self assessments and a lot of work takes place looking at achievement and diversity gaps. JS noted that he welcomed KN looking at last year's SAR and was happy to answer any further questions outside of the meeting • KN asked about the gender gaps on certain courses and DS noted that the gaps have narrowed for historically gender specific courses and the College engages with countywide initiatives around engineering and science to encourage girls into the sector. He noted that more and more girls are applying to construction and engineering courses • Progression of existing students (under 19) is a crucial solvency metric. It is increasingly a standards measure and could be one of the most important measures over the next two years, looking at whether students are progressing into HE, further study or sustainable employment. The College needs positive progression for students and this is a key focus for the College. There are 1195 potential progressors from last year which is 100 up on this time last year. This is a crucial metric to drive forward • SB asked if the percentage of difficult to reach students increased • JS reported that progression has been a focus for the last two years and is the accumulation of cross college work. It has now started to reflect in the student numbers. It was agreed that in a period of demographic decline it is very positive • DS reported that the Group needs to build apprenticeship numbers across the Colleges. There has been a 40% drop in apprenticeships nationally • KN asked if there is any equalities data on progressors and whether there are any trends identified. JS noted that there are no trends identified, but there are spikes in particular cohorts but these are not consistent. As the 	JS/KN

	<p>analysis of data becomes more sophisticated as a critical measure of performance the Colleges will be able to drill down further</p> <ul style="list-style-type: none"> • JS noted that it is students from deprived postcodes showing the most difficulties around achievement and particularly progression. 	
9)	<p>Risks update/emerging quality improvement issues</p> <p>JS provided a headline summary as follows:</p> <ul style="list-style-type: none"> • Standards – the biggest risk is the A level achievement rate and VA performance and GCSE high grades performance. He noted that the DfE are interested in English and maths progress compared to Ofsted which looks at outcomes for learners • Progression, in particular Level 3 and HE and Higher Apprenticeships • Staffing in Art and Design • GCSE maths teaching • Retaining 16-18 learner numbers • [confidential item] • The Chair asked about the progress on working with schools sharing teaching staff. JS reported that it is challenging to engage with the schools on staffing. There are three or four subjects the College is struggling to source good teachers for and this needs to be addressed by the College Group. Members asked about sharing resource across the different Colleges and it was agreed that this is a better solution with the three Principals working closely together on the curriculum and staffing needs than working with schools. The College Board agreed that this was a real benefit of the merged Group 	
10)	<p>AOB</p> <p>JS invited members to the Art and Design Art Degree show final day.</p> <p>The Chair noted that it is important that there is a wider agenda for the College Boards which includes HE reporting, Health and Safety, Equality and Diversity and Safeguarding.</p>	<p>Chair/ JS</p>

Meeting closed at 16.41