

Quality and Standards Committee Minutes

Date	25 April 2018	Time	15.00
Venue	Conference Room, Lewes		
Chair	Tony Campbell		

Membership: Tony Campbell (Chair), Henry Ball, CEO (Clive Cooke), Diana Garnham, Ian Jungius, Vic Kempner, Caroline McKiddie, Kevin Cowley, Lucy Head, Rebecca Wilson
In attendance: Dan Shelley (Executive Director – Strategic Partnerships and Engagement), East Sussex Group Principals [Rebecca Taylor (interim) (Eastbourne), Fred Carter (Lewes), Jim Sharpe (SCCH)]

	Item	Action
1)	<p>Apologies Apologies were received from Rebecca Taylor.</p> <p>Rebecca Wilson and Lucy Head did not attend.</p>	
2)	<p>Declarations of Interest There were none.</p>	
3)	<p>Election of Chair and Vice Chair</p> <p><i>Tony Campbell and Ian Jungius left the room at 15.05</i></p> <p>Tony Campbell was appointed as Chair of Q&S Proposed Henry Ball, Seconded Vic Kempner AGREED Ian Jungius was appointed as Vice Chair of Q&S Proposed Henry Ball, Seconded Vic Kempner</p> <p>The Committee recognised that the issue of succession planning would need to be addressed as both members have short terms of office.</p> <p><i>Tony Campbell and Ian Jungius re-joined the meeting at 15.08</i></p>	
4)	<p>Chair's introduction and welcomes Tony Campbell welcomed Kevin Cowley, head of apprenticeship strategy at the Home Office, who is a co-opted member to the Committee.</p> <p><i>Diana Garnham joined the meeting at 15.10</i></p>	
5)	<p>College Boards Clive Cooke reminded the Committee that, in the preceding months leading to merger, there had been a concept of a Group structure with significantly devolved</p>	

authority to the Colleges. The College Group has four main delivery arms: Sussex Coast College, Eastbourne College, Lewes College and Sussex Skills Solutions. Each College will serve its relevant community and SSS will meet the County's apprenticeship needs. Each College will have a board and their powers and duties will centre on the student experience, curriculum and quality and meeting the needs of their stakeholders. The College Board will be clear that it has authority to work within a delegated budget. The majority of the thinking on the Corporation structure was complete at the point of merger but there is still work to be done on the shape of the College Boards and the scope of their delegated powers.

There was discussion about the fact that some College Boards have curriculum remits outside their immediate geographical locations and which extend into the communities of other College Boards. Governors asked how the SAR process will take account of this. Jim Sharpe will be developing this process and a report will come to a later meeting. Each College will have an individual SAR which will feed into the Group SAR.

Tony Campbell asked that the Local Boards should not be regarded as glorified curriculum and standards committees but should be run like independent academies in a multi-academy trust (MAT)¹. He suggested that the ESCG Board should seek to allow the College boards to make decisions and be fully involved in the life of the College. Henry Ball supported this view and said that it was the intention to create as much autonomy and independence as possible within the constraints of the FE statutory framework.

Governors asked how the College Boards in Lewes and Eastbourne can ensure that they reflect the needs of their communities when they have delivery in both Eastbourne and Lewes. Clive Cooke said that this is a thought-provoking comment as the College Board in Hastings is centred on one town where the other two Local Boards have wider geographical reaches. The Committee suggested that the College Boards should include heads from 11-16 headteachers. There was a suggestion that this branding may have a danger of disassociating the ownership and loyalty of local stakeholders and communities to their local College. Clive Cooke said that whilst he empathised with this view there is also considerable evidence that students attend colleges with which they identify and on the perception of the benefits that they are able to offer. He suggested that an analogy might be drawn to Corporations when governors may not be directly drawn from the geographic locations in which the College delivers. It was agreed that geographical boundaries might not be appropriate but the College Boards should be reflective of the communities that they serve. It was agreed that the process would be continually reviewed as the Local College Boards evolve over the coming months.

Dan Shelley asked how the College Group might resolve any conflicts or aspects of competition. This will form one of the major discussion points at the Corporation Strategy Day. Vic Kempner suggested that there will be a Group strategy and each local College Board will develop a local strategy and the Quality and

¹ https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/458632/governance-in-multi-academy-trusts_Sept2015.pdf

	<p>Standards Committee might review them. Clive Cooke said that these decisions would in fact be operational matters for decision by the senior management team.</p> <p>The Committee agreed that the key to achieving significant engagement with local stakeholders is to devolve meaningful decision making to the Local College Boards and Principals.</p>	
6)	<p>HE and International oversight</p> <p>Dan Shelley reminded the Committee that currently there are two HE Boards and it would make sense to merge these into one HE Board at the start of the academic year 2018/19. He suggested that a member of the Board might sit on this and it might report to the Quality and Standards Committee. Governors said that it is important that there is adequate Corporation involvement in the same way as the QAA and the SAR. There was discussion about where the HE, International and apprenticeships might sit. Dan Shelley suggested that these might fit in the cycle of business for the Local College Boards. Clive Cooke reminded the Committee that Dan Shelley will be attending each of the Local College Boards – one option is that each of apprenticeships, HE and International might be assigned to each in order to ensure that another committee was not required. Another option was that the Quality and Standards Committee might be the focal point for these items.</p> <p>AGREED THE COMMITTEE ASKED THE SENIOR TEAM TO CONSIDER THIS AND TO MAKE A RECOMMENDATION BACK TO THE BOARD.</p>	<p>ESCG senior team</p>
7)	<p>Terms of reference</p> <p>Governors suggested that it would be helpful to cluster the different levels of actions outlined in the purpose. There should also be detail of what the follow on would be after consideration of papers. The curriculum strategy should be included. It will also be clear that this Committee is for scrutiny. There was an extensive discussion about the purpose and benefit of the Quality and Standards Committee. There was a suggestion that there may not be a need for a Quality and Standards Committee but rather that the Local Boards may report to the Group Board directly. A counterview was that there was a need for a collective Quality and Standards committee to take an overview of the standards, SAR and quality issues.</p> <p>Fred Carter said that his perception is that the Local Boards will look at the nitty gritty of curriculum and quality but that the quality and standards committee will collect and scrutinise the aggregated outcomes and reporting.</p> <p>It was suggested that the Group Board might have longer, structured meetings to incorporate quality and standards items rather than have a discrete Committee. Henry Ball said that the November meeting is scheduled to look at outcomes and the SAR in detail to feedback to the Board and in the Spring to look at targets and quality strategy. Clive Cooke suggested that the Directors of Governance might present the governance arrangements of NCG and LTE to a future meeting. Jim</p>	<p>Dir of Gov</p> <p>Dirs Gov</p>

	<p>Sharpe suggested that this Committee might be looking at the Ofsted QAR framework and other external agencies and gauging the Group performance against these. Clive Cooke agreed that this aggregated view might allow insight into potential issues across the Group.</p> <p>It was agreed that a document outlining the Corporation's responsibilities, the Quality and Standards Committee and the Local Boards be produced to ensure that delegations, accountabilities and reporting lines to inform a future discussion. Kevin Cowles said that from the Home Office perspective, advice and persuasion are used to guide behaviours in organisations at which they do not have direct decision making power.</p> <p>The terms of reference for the Local College Boards will be developed in the coming term and used to inform the terms of reference for the Quality and Standards Committee.</p>	<p>Dir's Gov</p>
8)	<p>Cycle of Business Sarah Connerty explained that the cycle of business had been drafted based on key strategic items and discussions with the Manchester Group and they ran a similar Committee for the first two years and then devolved things to the Local Boards.</p> <p>It was noted that the dates should read 19/20 not 18/19.</p> <p>Sarah Connerty confirmed that both equality and diversity and safeguarding will be reported to the June meeting in this academic year.</p> <p>It was confirmed that each College would have an individual SAR with a collective SAR for the Group.</p> <p>AGREED THE CYCLE OF BUSINESS WAS AGREED.</p>	<p>Dir's Gov</p>
9)	<p>Principals' update Jim Sharpe and Fred Carter gave presentations on their respective colleges. [confidential item]</p>	
10)	<p>SEND Policy Dan Shelley presented the policy and explained that it is statutory. Once approved it will be posted in plain English on both College websites and the ESCG microsite.</p> <p>AGREED THE SEND POLICY WAS AGREED.</p>	<p>Dan Shelley</p>
11)	<p>Any other business Clive Cooke emphasised that Fred Carter and Rebecca Conroy will revisit the predictions that they have inherited and they will report back to the Board. This will enable the College Group to focus on at risk students.</p> <p>Vic Kempner asked if there was any plans for governor involvement in learning</p>	<p>Fred Carter/Rebecca Conroy</p>

	<p>walks. Jim Sharpe says that this is in train and the dates of the Local College Boards will inform this. Governors will also be guided in order to understand what a good lesson looks like and the Ofsted Common Inspection Framework. Jim Sharpe said that he, Fred Carter and Rebecca Conroy are all keen to produce a passport to observe.</p> <p>Dan Shelley said that they had recently had an Ofsted visit to inspect the University of Brighton PGCE provision at SCCH.</p> <p>He also reported that the VI visit from the Home Office to review the sponsorship licence had taken place. An unqualified audit has been given to allow a Tier 4 licence across the Group in future. Dan Shelley recognised the work from the two international teams and the Committee offered their congratulations.</p>	
12)	<p>Dates of the next meetings 21 November 2018 – Eastbourne 22 May 2019 - Hastings</p>	

The meeting closed at 17.05