



# MINUTES

## Standards & Performance Committee Meeting

**Date:** Tuesday 1 November 2022  
**Time:** 2.00pm  
**Venue:** Boardroom / Video Conference

### Present:

Dr Sue Lomax (Chair)  
Andrew Fawcett  
Chris Ball  
Dr Bill Webster (Principal)  
Fardean Farooq  
Rebecca Davison  
Tom Martin  
Gulnaz Brennan

### In Attendance:

Deborah Bradburn (Clerk to the Board)  
Mark Burgoyne (Deputy Principal)  
Tracy Clarke (Assistant Principal - Curriculum Development, Information and Technical Services)  
Kate Wallace (Assistant Principal - Curriculum, Employer & Student Services)  
Jill Hebden (Secretary)

## 1. SECTION A - BUSINESS MATTERS FOR CONSIDERATION UNLESS INDICATED OTHERWISE

### 1.1 Election of Committee Chair

Members were invited to put forward a nomination and elect a Chair for the Committee.

Dr Sue Lomax was nominated.

#### RESOLVED:

Dr 2.0 8pm.

### 1.3 Apologies for absence

Apologies for the meeting were received from Dr Gill Waugh and Karen Westsmith.

### 1.4 Declarations of Interest

Members were invited to declare any interests in relation to any item on the agenda.

No interests were declared.

### 1.5 Request for an item to be unstarred

No requests were received.

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## 1.6\* Minutes of the previous meeting held on 21 June 2022

The minutes of the meeting held 21 June 2022 had been previously circulated to Members for consideration.

**Agreed:** that the minutes are approved as a correct record and authorised for publication.

## 1.7 Matters arising from the previous minutes

The action progress log was presented. It was noted that College staffing was stable but fragile with progression made in the appointment of new staff.

## 2. SECTION B - COLLEGE MATTERS FOR CONSIDERATION UNLESS INDICATED OTHERWISE

### 2.1 Applications, Enrolment & Progress Report

The Assistant Principal (Curriculum, Employer & Student Services) presented the Applications, Enrolment and Progress report noting the following key points:

#### Applications & Enrolments

- The recruitment for young people for 2021/22 was 2352 on study programmes and 54 on T Levels, which exceeded the overall allocation of 2371. Recruitment for 2022/23 was 2179 that was approximately 100 down on this time last year. This was in part due to the non-continuation with a partner that had accounted for 65 learners last year.
- The Senior Management Team continued to work with curriculum areas through performance enhancement reviews to maximise enrolments.
- Attendance remained a key driver for the College for 2022/23 with a new attendance policy and positive b





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- The College was content that each area had achieved what had been outlined in the action plan. 6



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- A diagram of SAR, QiP and SPoC activity to be circulated to the Committee.

## **2.4 Achievement Rates 2021/22 & Performance Targets 2022/23**

The Assistant Principal (Curriculum Development Information and Technical Services) presented the report, highlighting the following points:

- Overall class-based achievement was 85.6% against a target of 89%.
- Adult achievement rate was 88.1% against a target of 89% and remained static with Apprenticeships exceeding the internal target by 5%.
- There had been a decrease in English and maths learners that had achieved a higher grade. The decision was made to register learners for English and maths exams regardless of attendance. The College would review the impact this may have on achievement rates.



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one Ofsted visit and fewer audits, which the delivery team will be updated on. Learners can also now change from one programme to another without the need to be withdrawn.

## **RESOLVED:**

Following a thorough and detailed discussion on the proposed targets and consideration of contextual factors, the Committee noted the achievement rates targets for 2022/23 and agreed that they would be recommended to the Board for approval.

## **ACTION:**

Clerk / Board

## **2.5 Teaching, Learning & Assessment System Report**

The Assistant Principal (Curriculum, Employer & Student Services) presented the report, highlighting the following key points

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## 2.7 End of Year Survey

The Assistant Principal (





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The reports presented were detailed and contained the required level of information. Sometimes the reports covered the same information, with a request to review the duplication of information in future reporting.

The detailed and thorough discussions that had taken place would be reinforced at the next Board meeting.

## 5. SECTION E - FUTURE MEETINGS

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