



**MINUTES OF THE STANDARDS COMMITTEE MEETING HELD ON  
TUESDAY 12 JUNE 2018 AT 1.00 PM  
IN THE BOARD ROOM, THE ROUNDHOUSE**

Present: Phil Dover (*Chair*), Jack Atwal, Janet Morgan, Lee Pratt, Mandie Stravino

In attendance: Sue Hopewell, Helen Jefferson, Heather Simcox, Eileen Swan  
Rose Matthews (Clerk)

	Action	Date
<p><b>36/17-18 Apologies for absence</b></p> <p>Apologies for absence were received from Graham Schuhmacher, April Hayhurst and Kate Martin.</p>		
<p><b>37/17-18 Declarations of interest, confirmation of eligibility and quorum</b></p> <p>All members were eligible and the meeting was quorate. Declarations already made were noted.</p>		
<p><b>38/17-18 Minutes of the Standards Committee meeting held on 6 March 2018</b></p> <p>The minutes of the Standards Committee meeting held on 6 March 2018 were approved as a true and accurate record.</p>		
<p><b>39/17-18 Matters arising</b></p> <p>32/17-18 To date 86% of students had undertaken work placements, with 14% planned. A 100% of students had obtained employer led work experience via placements and/or enrichment activities.</p> <p>There was no comparative data to benchmark against other colleges, though through different forums evidence suggested that DCG was leading with work placement / work experience employer engagement activities.</p> <p>Those areas above target were now also included in the table of the QPR.</p> <p>A discussion had taken place at the last meeting with regard to apprentices being employed. The Chair had asked if early leaver destination data could be presented. Further analysis of the information was required and this item was carried forward to the next meeting.</p>	AH	Sept 2018

**40/17-18 Landex Peer Review**

The Head of College – Broomfield Hall, summarised the Landex Peer Review which took place on 26 and 27 April 2018.

Inspectors met with the CEO, Link Governor, Head of College, Team Managers and senior and middle managers, along with academic staff and students. They made particular reference to the proactive Link Governor.

They carried out joint learning walks and commended the Teaching and Learning Coaches in driving improvements.

The College demonstrated robust quality system and showed in-year development and progress.

DCG was top of the achievement rates for Landex members in 2016-17 - 7% above the Landex average.

The inspectors acknowledged the good work opportunities and destination data linked to the commercial facilities – the Plant Centre, Dog Grooming, Livery, Floristry and Farms and commented on how well the gardens and grounds were cared for.

The Deputy CEO said they were looking at the capital budget in the next academic year to see if facilities could be upgraded.

**41/17-18 Quality Assurance**

- **Organisational QPR**

The Director of Quality and Compliance presented the Organisational QPR highlighting key developments.

The residential provision at Broomfield Hall was inspected in March 2018 and received an 'outstanding' grade across all judgements.

Effectiveness of Leadership and Management

Student voice quality surveys had been undertaken, overall the results were consistent or slightly lower than the previous year. Strategies to ensure results were maximised in the future were underway, classroom observations were being reviewed as part of the process to see if student voice could be captured through that process.

New EDI reports had been developed to analyse attendance data by specific groups. This had shown an attendance gap with those students who had mental health issues. This was being monitored to see how improvements could be made.

**Action**      **Date**

Six academies were part of the Rapid Improvement Panels. Jack Atwal asked if those academies had issues in other colleges. It was noted it depended on the reason they were put in the category, some may have had financial issues, some may have been outstanding areas that were coasting. The panels focussed on what was being done to build and improve those areas.

Apprenticeship starts were predicting to exceed last year's total, which was contrary to the national trend.

Engineering apprenticeships had fallen below expected standards, partly due to plumbing and electrical frameworks and had been placed in special measures with immediate effect.

The Chair asked if recruitment of staff was still an issue. There was a legacy of recruitment issues, however, interviews for the Apprenticeship Engineering Manager were taking place later in the week.

#### Quality of Teaching, Learning and Assessment

To date 91% of observations had been completed with the remaining underway.

The main areas of strength within lessons related to developing curious students; developing independence and enabling students to experience and contextualise their learning, resulting in greater engagement. The key areas for development were also shared with stretch and challenge remaining a key focus of activity. Training sessions had been arranged to support this. Discussions also took place relating to those teachers/trainers recommended for coaching and re-observations. Those individuals requiring re-observations received 1-1 support from the TLA Coaches and took part in learning walks before being re-observed. Personal Development would be reviewed and updated over the summer period.

A review of predicted grades had taken place, with additional support identified for those areas requiring additional resources.

Some changes had been made to the metrics in the scorecard and members asked that the scorecard be presented at a future meeting.

Apprenticeship observations were underway. Feedback from the apprenticeship 'on-programme' survey remained positive.

Action

Date

KM/AH

Oct 2018

### Personal Development, Behaviour and Welfare

It was reported 96% of students had undertaken work placements or employer led enrichment. The Committee Chair commented that those activities did not ensure employability skills, it was down to the quality of the experience and how the student engaged and learned for their experience.

A total of 479 apprentices had completed the induction survey. Action plans were being put in place with a focus on additional learning support for those apprentices identified.

Since production of the report, further work had taken place on disciplinary sanctions. An updated report would be shared at the next meeting.

Safeguarding disclosures remained similar to the previous year with mental health and wellbeing continuing to be the highest cause of disclosures. Members were informed there continued to be an increase of referrals to external agencies. Since the production of the report there had been a report of forced marriage and a prevent referral. The College continued to work closely with those organisations concerned.

### Outcomes for Students

Retention for 16-18 Study Programmes remained the same as the previous month, with those academies falling below or above shared. Travel and Tourism who were in rapid improvement until recently, were showing retention was now at 98% with attendance at 95%.

The current best case overall achievement rates for Apprenticeships were all above target and provider average. The current best case timely achievements had been impacted by leavers in engineering.

Improvements had been made in Health and Social Care and Education and Training, with both areas removed from special measures after demonstrating continual improvement.

#### **41/17-18 Link Governor Visits**

The Committee Chair had met with the Deputy CEO and Director of Maths and English on 1 May and prior to this meeting on 12 June. Discussions related to staffing within the area and a move from Level 2 functional skills to GCSE maths for those students it would benefit.

English remained a focus with a review of the current strategy taking place.

	Action	Date
<p>The maths results were good last year and as such an application had been submitted for the area to become a Centre of Excellence for Maths. The outcome for this would be known in September.</p> <p>The Committee Chair praised the appointment of the Director of Maths and English and the strength in terms of exams. The attendance at the maths exams had been good with revision workshops held in students' own time also achieving good attendance.</p> <p>The CEO shared a graph indicating 16-18 achievement rates by qualification and size, which would be circulate to Committee members.</p> <p>The Committee Chair had also met with the Head of JWC to review academic, creative and digital and business. Darley Consultants had visited the College to review the strategy for A Levels looking at achievement rates and value-added scores.</p> <p>Improvements to teaching and learning were continuing. Observations which had highlighted issues regarding lesson start times was being addressed.</p> <p>A session on assessment and predicted grades had been ran for parents, but attendance had been poor.</p> <p>A new appointment had been made in the Creative Industries and Business teams.</p> <p>Work was also been carried out to address the absence of the Campus Operation Manager for JWC.</p>	Clerk	June 2018
<p><b>42/17-18 Student Voice</b></p> <p>Student Voice would be discussed at the next meeting when student representation was present.</p>		
<p><b>43/17-18 Date of Next Meeting</b></p> <p>The next meeting would be held in October 2018.</p>		

The meeting finished at 3.00 pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_