



TyneCoastCollege

Meeting of the Quality, Curriculum and Standards Committee

Venue: STC, Conference Room 1 & TEAMS

Date: Wednesday 19th February 2025

Time: 4.00pm – 6.05pm

Present: Gary Hindmarch (in the Chair)
Nicola McCluskey
Joanne Fanning
Michael Johnston
Rachael Taylor

Apologies: Martin Alexander
Doug Cole
Jackie Gates

In Attendance: Lorna Lister (Senior Governance Support Officer)
Simon Ashton (Principal SSMS)(SA)(TEAMS)
Mandy Morris (Principal)
Eamonn Murphy (Soft Services Manager / Safeguarding Lead)
Diane Turner (Vice Principal)
Tony Pattison (Director of Quality – Teaching & Training)
David Gardner (Assistant Principal)
Emma Douglas (Director of HE Quality and Systems)
Lorraine Schapira (Director of Marketing & Recruitment)

ACTION TRACKER

Item	Summary of Action Required	By whom	Status	Comment / Update
Meeting of the 19 th Feb 2025				
6i.	<u>TyneMet Update:</u> Correct the figures in the report under 24/25 Achievement	DT		
7.	<u>CP Presentation:</u> To be presented to the Finance & Resources Committee	MM		26.06.25 - This will occur once approval of CP has been agreed via Finance - Board

MINUTES

ITEM	ISSUES	ACTION
1.	Apologies for Absence The Committee approved apologies for absence received from those noted above having first considered the reasons for their absence. A round of introductions was made.	

2.	Declarations <u>Declarations of Interest</u> The Chair reminded members to declare any conflicts of interest as they arose on the agenda. <u>ii. Business to be raised under Item 15</u> None	
3.	Minutes The minutes of the meeting held on 4 December 2024 were agreed and signed by the Chair. Matters arising not covered on the agenda As reported on the Action Tracker.	
4.	Quality report Confidential item	
5.	College Overview Confidential item	
6.	Curriculum Presentation – Mandy Morris MM delivered a presentation to the committee on the Curriculum Planning process and the changes that had been recommended/implemented. <i>Q. Was the CP broadly aligned to the allocation?</i> Yes, however would not know the funding until March 25, once that was known the CP would be finalised. <i>Q. Could this presentation be presented to the Finance Committee?</i> Yes. <i>Q. The courses that were being ‘ditched’, would this affect the staffing?</i> Yes, however not greatly. There had been growth in other areas. Curriculum were working to a new format alongside the Finance department, no changes to staff would be made until the CP was approved. DT noted that there was natural wastage too which could be taken into consideration. MM felt that the CP was a great plan, the College had to be more efficient in order to improve the EBIDTA. Resolved: That the Board agree to receive the report acknowledging the information presented.	
7.	Annual Accountable Agreement The purpose of the report was to provide the committee with the progress in year against the Annual Accountable Agreement. The report also summarised the changes from the February 2025 ‘Meeting Skills Needs’ – guidance on the AAA 25/26 and submittance. The following was highlighted and discussed: <ul style="list-style-type: none"> Summarised achievement against the 7 short term objectives set for 2024/25 in the Annual Accountability Agreement 	

	<ul style="list-style-type: none"> • The plan was linked to key principles that enabled the college to review how well the education and training provided by the college met local needs; how well the college was working with external stakeholders to ensure the expansion of the curriculum offer had been aligned to meet government backed programs and meet local skills demands. Part of this process was the reviewing and (where necessary) the remodelling of what the college deliver which enabled the college to remain agile and responsive to local, regional and national demands. • Identified the process the college was using to support a more efficient way of curriculum planning aligned to the model provided by East Kent College. • Predominantly 16-19 • Objectives had been agreed and no concerns highlighted. • Slight concerns over T Levels next year. • Data must be recorded more accurately. • Next submission June 25. <p>The Chair commented that the report was very positive.</p> <p>Resolved:</p> <p>i. That the Board agree to receive the report acknowledging the information presented.</p>	
8.	Quality Report for SSMS Confidential item	
9.	HE Strategy Confidential item	
10.	HE Quality Manual Confidential item	
11.	Safeguarding Update Confidential item	
12.	<p>Self-Assessment Report for Halls</p> <p>The purpose of the report was to provide an overview of the halls for the committee demonstrating, progress, safeguarding and achievements of our u18 residents, highlighting processes implemented, to ensure the college met the social care and boarding Ofsted minimum standards.</p> <p>Dr Winterbottom Halls of Residence, was currently rated 'Outstanding' by Ofsted, on the boarding inspection framework, last inspected in March 2023. The SAR, demonstrated how we were doing, what we were doing well and what we could do to improve the service provided. The college rated themselves a 'good' based on the standard of accommodation being clean but basic, offering shared bathroom facilities. The level of pastoral care, however, was outstanding from our self-assessment. The college could evidence, in the SAR that students living in the Halls of residence were positively impacted by the experience.</p> <p>The Self-Assessment report was provided for information and comment.</p>	

	<p>It was noted that recently a cooking course had been provided to the younger students, and this was very well received. The governors also welcomed the engagement with the students and complimented EM and his staff for the support they offered.</p> <p>Resolved: That the governors accept the report and acknowledge the information as presented.</p>	
13.	<p>Work Experience/Industry Placement Update</p> <p>The purpose of the report was to provide the committee with an update on the colleges' Work Experience position.</p> <p>The executive summary highlighted the key work experience points from the main document that captured the essence of the report for governors. This included updates on the number of starts, planned start dates, active employers, updates and areas of concern.</p> <ul style="list-style-type: none"> • 49% of Learners had started their work placements. This was a 2% increase in comparison to this time last year. • 59% of learners had started industry placements. Many T Level learners that hadn't started Industry Placements would commence in April and Summer on Block placements. • 100% of learners had a planned start date. • 539 employers had been used this year in comparison to 441 employers in 23/24 at the same point last year. • Department for Education updates to industry placement had been added to support the concerns around meeting the required hours. • Areas of concern: Construction and Electrical Installation placements had been challenging due to onsite Health and Safety requirements. <p>The New Build was discussed as the Colleges contractor had been appointed 'Castle'. This could be an opportunity for both the College and Castle to support one another in work experience either as an employer or a guest speaker. Castle had been spoken to about the partnership and were willing to engage.</p> <p>Resolved: That the governors accept the report and acknowledge the information as presented.</p>	
14.	<p>Marketing Update</p> <p>Confidential item</p>	
15.	<p>Any other business</p> <p>None</p>	
16.	<p>Date and Time of Next Meeting</p> <p>26th June 2025 at 4.00pm</p>	

17.	Identification of Confidential Items Resolved: That the following item are to remain confidential: <ul style="list-style-type: none"> • Item 04 – Quality Report • Item 05 – College Overview • Item 08 – Quality Report for SSMS • Item 09 – HE Strategy • Item 10 – HE Quality Manual • Item 11 – Safeguarding Update • Item 14 – Marketing Update 	
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Signed:.....

Date: