



Meeting of the Quality, Curriculum and Standards Committee

Venue: STC, Conference Room 1 & TEAMS

Date: Thursday 19th February 2026

Time: 4.00pm – 5.30pm

Present: Doug Cole (in the Chair)
Michael Johnston
Margaret Savage (T)
Rachael Taylor
Nicola McCluskey

Apologies: Alan Nixon

In Attendance: Lorna Lister (Senior Governance Support Officer)(T)
Simon Ashton (Principal SSMS)(SA)(TEAMS)
Craig Scott (Digital & Projects Director)
Tony Pattison (Director of Quality – Teaching & Training)
David Gardner (Assistant Principal)
Eamonn Murphy (Soft Services Manager/Safeguarding Lead)

ACTION TRACKER

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 were made.	
2.	Declarations <u>Declarations of Interest</u> The Chair reminded members to declare any conflicts of interest as they arose on the agenda. NMcC advised the committee that her role within the college had now changed and she was now part of the Quality Team. <u>ii. Business to be raised under Item 16</u> None	
3.	Minutes	

	The minutes of the meeting held on 27 November 2025 were agreed and signed by the Chair. Matters arising not covered on the agenda As reported on the Action Tracker. DG advised the committee that the outstanding red action was now complete.	
4.	Review of Committee Performance against TOR The review of the committee's performance against its Terms of Reference was discussed. The review aimed to streamline committee operations and avoid repetitive discussions across different committees. Areas highlighted in green had been addressed and areas highlighted amber were to be addressed. Resolved: That the governors accept the report acknowledging the information as presented.	
5.	Safeguarding Update Confidential item	
6.	Self-Assessment Review for Halls The self-assessment review examined the quality, safety, and effectiveness of the Halls of Residence against the Ofsted Social Care Common Inspection Framework (SCCIF) for boarding and residential provision. Evidence demonstrated that students benefit from a safe and supported living environment where safeguarding was well-embedded, risks were effectively managed, and staff maintained strong, trusting relationships with residents. Students reported feeling secure, listened to, and well-supported, contributing positively to their wellbeing and personal development. Leadership and management provided clear oversight, ensuring compliance with statutory expectations and driving continuous improvement across the accommodation. Regular monitoring, staff development, and collaboration with pastoral and academic services contributed to a cohesive approach to student welfare. The review confirmed strong performance across core areas of the framework, with ongoing work focused on strengthening wellbeing initiatives and enhancing the residential experience. Q. What was the attendance at the extra-curricular activities like? It has always been a challenge with enrichment, cadets do not have much time free, they like to either go home or just have downtime. It would have to be mandatory for them to attend to improve attendance. The mandatory revision at the start of term is always attended. Resolved: That the governors accept the report acknowledging the information as presented.	
7.	College Overview (STC & TM) incl Adult Education and Annual Accountability Statement Update Confidential item	
8.	Quality Report Confidential item	

9.	Apprenticeship Strategy/Update & Skills/Advisory Board Update The purpose of the report was to provide committee members with an update on Apprenticeships, Skills and Advisory Boards. The update included information on the completion and scheduling of advisory boards, actions from the first Advisory Boards were noted, including the completion of an SLA. The number of apprenticeships was discussed, with current enrolments and projections for the rest of the year looking positive (95). Events and links with external organisations, such as the North Tyneside Council and mayor visit, were highlighted as significant steps towards new builds and future planning. Resolved: That the governors accept the report acknowledging the information as presented.	
10.	Work Experience Update The purpose of the report was to provide the Quality committee with the college's work experience position. 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. • 49% of Learners had started their work placements. This was the same percentage as last year and an increase of 2% from 23/24. • 100% of learners had a planned start date. • 237 businesses had been used this year in comparison to 134 employers in 24/25 at the same point last year. • Areas of concern: Construction and Engineering placements were challenging due to onsite H&S requirements. Although it was challenging, we had made progress in these areas now that we have had an additional year at running this as a T-Level. Feedback was positive, with the college achieving strong year-on-year growth in placements. The college now held fortnightly meetings with work placement officers to ensure targets were met and improvements were continuously made. There were discussions about the meaningfulness of placements, with an emphasis on ensuring that these provided valuable experiences rather than just fulfilling placement requirements. The college had made improvements in this area, addressing issues raised during inspections. The conversation also touched on the importance of managing relationships with employers and preparing students for placements. The college aimed to continue grow its employer base and improving the quality of placements. The Chair commented on the positive increase in employers being utilised and that it had nearly doubled in the past year. DG updated the committee to state there were nearly 600 employers on the interface that could be utilised for support. Resolved: That the governors accept the report acknowledging the information as presented.	
11.	Annual Review of College Charter The college charter was discussed briefly, with considerations about its format. The charter originated from an executive group meeting where external auditors reviewed	

	governance procedures and noted the need for a college charter. The charter's format and content were debated, with suggestions to include more explicit expectations for students, especially regarding their commitment to developing their own skills and taking accountability. The need for student engagement and feedback was highlighted. Resolved: i. That the governors accept the report acknowledging the information as presented. ii. That the Charter was to be updated to include more explicit expectations for the students and recommended to Board for approval.	TP
12.	SSMS Quality Report Confidential item	
13.	HE Strategy (3 yearly) Confidential item	
14.	Marine Strategy (10-year plan) Confidential item	
15.	Committee Risk Monitoring Report The committee risk monitoring report outlined the process of splitting the risk register into risks per committee. The executive group held a risk workshop to reword and allocate risks appropriately. Three risks were identified for this committee: external factors affecting college operations, FA quality, and marine quality. These risks would be monitored and managed by the relevant risk owners. Q. Was this the first time the risks had been presented in this way? Yes. Q. What happens once the risks have been scrutinised and commented upon? Update the Risk Register and the responses feedback to the risk owners for them to manage. Q. Who was responsible for the RR? CS stated that he managed the RR, risk owners were responsible for their risk, controls and actions. Q. Was the Capital project just listed as one risk on the register? No, the Capital project had its own risk register. Resolved: That the governors accept the report acknowledging the information as presented.	
16.	Any other business None	
17.	Date and Time of Next Meeting Thursday 25 June 20026 at 4.00pm The chair expressed satisfaction with the efficiency of the meeting and the reduction in paperwork, suggesting that standard templates be utilised correctly to that they could further streamline the process. The importance of executive summaries was highlighted, ensuring that all key points were covered succinctly.	

18.	Identification of Confidential Items Resolved: That the following item are to remain confidential: • Item 05 – Safeguarding Update • Item 07 – College Overview • Item 08 – Quality Report • Item 12 – SSMS Quality Update • Item 13 – HE Strategy • Item 14 – Marine Strategy	

Signed:.....

Date: