

Minutes of the Corporation Quality and Standards Committee Meeting held on Monday 15th October 2011 at 6:00pm

Present

Mr D Fitzgerald (DF) (Chairman); Dr R J G Bloomer (RJGB), Mr J F B Clark (JFBC); Dr M A Khan (AK); Mrs J Powell (JP); Mr D Suter (DS); Dr P R Williams (RW)

In attendance

Mr T Dowling (TD) VP Teaching and Learning
Mr N Candy (NC) Acting Clerk to the Corporation

Actions

1 Apologies for absence

Cllr C Barron (CB); Mrs J Bolton (JB); Mr J C Wainwright (JCW)

(Meeting quorate)

2 Declaration of interests

No interests were declared in respect of agenda items; however, members reserved the right to declare an interest at any stage of the meeting.

3 Minutes dated 2nd July 2012

The minutes of the meeting held on 2nd July 2012 were approved without amendment.

4 Matters Arising

None raised

5 Q & S Committee Terms of Reference (TOR)

DF referred to the paper distributed prior to the meeting commenting. No significant issues were raised and no amendments were recommended.

The committee accepted the Quality & Standards Committee TOR as presented and recommended them to the full Corporation for approval.

6 Q & S Committee Annual Cycle of Business

DF referred to the paper distributed prior to the meeting. A number of amendments were discussed and approved as follows:

- Replace reference to 'CPM / SMT meetings' with 'Quality review meetings'
- Remove reference to 'Framework for Excellence report' [RW was asked to confirm that nothing had replaced it] RW
- Remove reference to 'Every Child Matters [ECM] – retain reference to 'Learner Voice'

- Move reference to 'staff survey' to the first meeting in the Autumn term

The committee approved the Q&S Committee Annual Cycle of Business as presented, subject to the amendments detailed above.

7 Ofsted Inspection 2012 Initial Feedback

The outcome of the recent Ofsted inspection [2nd – 5th October 2012] formed the bulk of this meeting. DF, RJGB and JFBC commented on their discussions with the inspectors, highlighting specific issues which had been raised and which had caused them some embarrassment, in particular the apparent lack of a teaching staff appraisal procedure, and the lack of a full complement of staff governors. The inconsistency of results had also been an issue which had been discussed in some detail. RW commented on the move in recent years to move from a formal appraisal system to the CPD [Continuous Personal Development] system which he agreed had not been totally satisfactory in that though individual performance was discussed as the springboard to development actions it was not formally recorded and targets were not robust enough. Actions were now being taken to ensure that teachers' performance was measured against 'hard' targets.

Members discussed the paper distributed prior to the meeting and requested a written update on bullet points 2 – 4 under the 'Recommendations' heading for the next meeting. RW agreed that the outcome of the inspection had been poor, although in his view it was fair judgement on leadership and management, given the new inspection framework's emphasis on performance management of staff, something which had not been there in 2011 when the Ofsted Monitoring Visit judged that there had been 'significant progress' in quality improvement arrangements. There were a number of positive aspects recognised by the inspectors which are both staff and student driven. A meeting had been held with staff in which RW had stressed the need for new urgency and a change in emphasis needed from him personally. He had outlined the actions required to ensure improvement. [He agreed to send a copy of his address to committee members]. It was noted that the Leadership and Management Inspector had approved the composition of the new SMT that had been established in September 2011.

RW

RW

Members were encouraged by the recognition by senior management of what needs to be done to ensure an improved outcome in 12 – 18 months. Inconsistency of results is a major concern and one which needs to be addressed with urgency. The key words appear to be 'robustness' and 'pace'. A number of other issues were discussed in some detail including the possible provision of external assistance {RW commented that this was being sought when considered appropriate, including his having another Principal as a 'critical friend' through the process.}. Members stressed the need for assurances that robust actions were being taken and were being effective. RW commented that SMT were having extra Inspection-focused meetings and that an Inspection Action Group was being formed to focus on actions required to achieve improvement. It was agreed that the exam results in March 2013 will be pivotal in the progress towards

improvement. The committee asked for sight of the teachers' appraisal system when finalised so that it could be satisfied as to its robustness. It was also noted that capability procedures will change to reflect the need for more effective performances. These schemes had both been in the pipeline but needed immediate implementation. The Leadership and Management Inspector had commented positively on the performance management outline.

Finally members thanked RW and TD for their open and frank input to the discussion and reaffirmed the support of the committee for all college staff in difficult times.

[Certain aspects of the discussion have been deemed to be confidential – details are available from the Acting Clerk to the Corporation]

8 2012 Exam results

[AK left during this item]

RW referred to the paper distributed prior to the meeting, and apologised for an omission in a section on the second page of the paper which should read 'Value-added at AS is likely to be significantly positive in Maths, History, Media Studies, Geography, Economics and PE, and significantly negative in Psychology, Sociology and Music'.

The committee noted the paper as presented.

9 Operational Plans

RW referred to the papers distributed prior to the meeting. It was noted that they had been produced prior to the inspection and will now be updated to include issues raised by the inspectors.

10 Every Child Matters incl Learner Voice

TD commented that it was too early in the term to report on anything significant. There would be more to report at the next meeting following a subject specific feedback exercise.

11 Any other business

None

12 Date of next meeting

Monday 26th November 2012 (7.00pm)

Signed.....**D Fitzgerald**.....

Date.....**26th November 2012**.....

ACTIONS – Q&S Committee Meeting 15th October 2012

Item	Action to be taken	By whom	By when
6	Confirmation requested that nothing has replaced 'Framework for Excellence'	RW	Next Q&S mtg
7	Written update on bullet points 2 – 4 of Ofsted Recommendations paper	RW	Next Q&S mtg
	Details of RW's address to staff to be sent to Q&S Cttee members	RW	Immediate