

**Minutes of the Curriculum & Quality Committee meeting held on  
Thursday 23<sup>rd</sup> November 2023 at  
Kettering Campus, KE291  
15:00 – 18:00**

**Present:** Catherine Anne Barr (online)  
Richard Dimbleby (Chair)  
Allan Schofield  
Sheila Selwood  
Yasmin Jones (online)  
Luisa Vecchio (online)

**In attendance:** Yiannis Kouris (CEO Designate)  
John Guiney (Group Director of Quality)  
Em Lowe (Deputy CEO Education)  
Rachel Nicol (Group Director of Governance)  
Natasha Stringer (Senior Governance Coordinator) (minutes)

**QSA/27/23 APOLOGIES AND DECLARATIONS OF INTEREST**

Apologies

Apologies were received from Joseph Gallacher and Ian Pryce

Declarations of Interest

There were no declarations of interest relevant to the matters on the agenda

**QSA/28/23 MATTERS ARISING; NOT COVERED ELSEWHERE ON THE  
AGENDA**

There were no matters arising not covered elsewhere on the agenda.

**QSA/29/23 POST 16 LANDSCAPE UPDATE**

The Deputy CEO Education presented a PowerPoint Presentation to provide the Committee with an update on Level 2 and level 3 reforms, which included:

- An overview of the reforms that will affect level 3 qualifications taken by 16 - 19year-olds funded under the Adult Education Budget (AEB), the European Social Fund (ESF), or accessing Advanced Learner Loans.
- In 2024/2025 and 2025/2026 qualifications will no longer be eligible for funding if they overlap with T levels.
- Qualifications that are not redeveloped in line with the new DfE criteria will no longer be eligible for funding.

Chair approved 22/02/2024  
Committee approved  
05/03/2024



- Pathways available to learners will be split into two: Academic, A levels and Alternative Academic Qualification (AAQs) or Technical, T Levels.
- Actions for Curriculum planning for 2024/25.

### Discussion and Questions

The Committee discussed the need for more reassurance around the value of T levels and AAQs, considering potential work for learners on the merit their qualification holds with employers.

A discussion was held regarding the new Advanced British Standards, which combine academic qualifications with vocational training, providing greater student choice. The Committee inquired about the challenges this would have on staff and voiced concerns over the potential reform on attitudes to A levels.

**The Committee noted the updated.**

### **QSA/30/23 ACADEMIC RISK**

The Deputy CEO Education provided and summarised the Academic Risk register for the Committee. There were ten risks within the current risk register for the Committee to review and monitor, with Artificial Intelligence (“AI”) being added after a previous discussion.

The Deputy CEO Education was pleased to inform the Committee that positive progress in relation to most of the risks noted had been made to reduce the residual risk.

### Discussion and Questions

The Committee had a discussion that focused on HE partnership work and ongoing relationships with University of Bedfordshire (“UoB”) and University of Northamptonshire (“UoN”), as well as Huddersfield for Teacher Education.

The Committee was pleased to hear The Office for Students (OfS) had a positive visit and met with students and staff.

The Committee discussed the progress made since COVID-19 and the relationship between risks and scoring; ***the Deputy CEO of Education will look at quantifying mitigation.***



A discussion on Ofsted's emphasis on the commitment to doing what is right for the students was had, and the Committee sought and received assurances on the work being done by the TBCG Quality team. The Deputy CEO of Education expressed a level of confidence and noted it had been a good start to the year, with positive behaviour.

The Committee discussed Artificial Intelligence (AI), inquiring as to plans for assurance and development of the approach. The management team is working on developing a strategy, policy, and an academy.

### **The Committee noted the report**

#### **QSA/31/23 GROUP SAR & QIP**

The Group Director of Quality presented the Group SAR and QIP, which highlighted an overall Grade 2 with achievement being greater than last year, and behaviour and attitudes at Grade 3. The Group Director of Quality highlighted the strengths and development areas from the report, which included:

#### Strengths:

- Good internal progression
- Teaching and learning in the majority of cases are good
- Positive feedback on resources

#### Development:

- Improvements in teaching and learning, sharing best practice
- Achievement
- Retention with the Bedford Sixth Form being highlighted as an area of concern.
- Attendance, work being done on English and maths in particular

#### Discussion and Questions

The Committee discussed the Group SAR and QIP in detail, including areas to develop, the explanation of action needed, and those where the Group aims to be outstanding. **It was agreed that a cover paper would be created for the Board, setting out key points.**

The Committee noted that the quality of delivery and assessment is inconsistent and received assurance that College-level QIPs are being driven and supported by the Quality team.



The Committee discussed the Adult Education Budget data, the impact of subcontractors and other external factors on it and sought and received assurance on the actions taken and whether they could be sustained.

The Committee discussed the relevance of disaggregated data for Board use. ***It was suggested that there is potential for the presentation of results in September or October, which the Incoming CEO could take forward.***

The Committee inquired about the impact of areas for development, such as behaviour and attitudes, and discussed the context of exceptional behaviour, its relationship to extracurricular activities, and employer feedback. The breadth of attendance issues and the correlation between attendance and achievement were noted.

The Committee noted the leadership and management statements were positive statements and discussed the need for evidence to link statements to the Ofsted framework to gain a better understanding of the evidence provided.

The Committee discussed the needs of learners and the need to clarify intent rather than describing provisions within the SAR, including high-needs students in the main provision accessing other courses, and how teachers adapt curriculum.

**Subject to the amendments agreed the Committee recommended approval of SAR and QIP**

#### **QSA/32/23 HE SED & QIP**

The document will be available at the March meeting. Assurance was given on the actions in place and their implementation. Going forward the HE SED & QIP will be available at the same time as the Group SAR & QIP

#### **QSA/33/23 QUALITY DASHBOARD AND ACADEMIC PERFORMANCE (INCLUDING LOCAL GROUP FEEDBACK AND RAG RATINGS)**

The Group Director of Quality provided and summarised the Quality Dashboard for the Committee, which provided an overview of current key performance indicators for 2023-24 for stakeholder feedback, attendance, retention, and destination data. It was noted that out of the seven comparable sections within the dashboard, five sections showed improvements from the same period last year, but all but one section is below the internally set targets.

Chair approved 22/02/2024  
Committee approved  
05/03/2024



The Committee was presented with a summary of stakeholder feedback with more information to be presented at a future meeting. The Committee received an explanation for the percentages of stakeholders who did not recommend the College and those who did not commit.

The Committee discussed enrolment and induction and the need to identify common issues across the Group. The Committee was informed that a review of the enrolment process is currently taking place.

The Committee discussed the efforts being made to improve attendance and retention rates in English and math, which have not yet met the internal target.

### Local Curriculum and Quality Groups Feedback

The Group Director of Quality briefly explained the RAG rating in the Local Group reports, providing an overview and highlighting the comparisons.

The Committee was pleased to hear that the initial round of meetings for the Local groups showed promise. They were informed that by using quality dashboards at college level, receiving principal reports and visiting curriculum areas, the structural changes have the potential to provide valuable insights at the College level. The Committee heard anecdotally about the members visiting curriculum areas, supported by the Quality team.

### **QSA/34/23 EXTERNAL ASSURANCE UPDATE**

The Deputy CEO Education gave a verbal update on the External Assurance processes.

### Discussion and Questions

The Director of Quality is engaging Heads of departments in conversations, and the Committee took assurances that more work will be done with lead governors and students to report back on actions taken and that student ambassadors and student unions will be present at internal committees.

### **QSA/35/23 MINUTES OF THE PREVIOUS MEETING**

**The minutes of the previous meeting held on 13.06.2023 were agreed as an accurate record of the meeting**



**QSA/36/23 AOB**

The next meeting is Tuesday, 5<sup>th</sup> March 2023 to be held at Central Bedfordshire College (CBC) in the Boardroom.

Cathy Barr will present the Committee RAG rating to the Corporation Board on 4/12/2023.

The meeting came to a close at 17:42