

THE CORPORATION OF THE COLLEGE OF NORTH EAST LONDON

STANDARDS COMMITTEE

Minutes of the meeting held 10.00am Wednesday 1 July 2009 in the Committee Room at the Tottenham Centre of the College.

Present: Cllr D Goddard (Chair)
Mrs J Bax (from item 6)
Ms G Ortanca (item 3-14)
Mr A Abdallah

Apologies: Dr M Wing
(Absence) Mr F Ellis
Ms P Gowan (Director of Vocational Studies)

(Lateness) Ms G Ortanca
Mrs J Bax

In Attendance: Ms J O'Neill (Vice Principal Curriculum & Learner Experience)
Mr J Hans (Quality assurance and Improvement Manager)
Mr D Mathieson (Secretary to the Corporation)
Mr H Jeffrey (Director of Learner Support)
Ms D Stylianou (Director Skills for Life)
Ms S Emerson (Head of Transforming Learning)
Mr K Hintz (Director of 14-19)

Apologies: Ms P Gowan (Director of Work Based Learning)

375 Urgent Business and Announcements

Merger

The Secretary advised the meeting that the merger proposal had been approved by the Minister and laid before parliament confirming that the merger will become effective as planned on 1st August 2009. The formal announcement will be made as soon as a letter of confirmation is received from the Minister. Following a meeting of the Search Committee, recommendations have been made that the corporation appoints seven Enfield governors to the board with effect from 1 August 2009. A number of changes to committee memberships will also be considered and benefiting from the skills of former Enfield Governors.

376 Declarations of Interest

There were none.

378 Minutes of the Meeting held 13 May 2009 (SO252)

The Committee AGREED to;

- i) Approve the minutes as true and accurate record.**

379 Matters Arising

It was AGREED to defer this item pending the arrival of Mrs. Bax. *The minute is reported here.*

Governor Involvement

Ms O'Neill described the positive response by staff and learners to a number of visits by Mrs. Bax to different curriculum and service areas. It was felt that other governors should be encouraged to learn more about the work of the college and meet with staff and learners. Regarding course reviews, the Chair spoke of the importance of governors having a sound understanding of issues emerging to inform decision making at board level. This he felt was of particular significance with the incipient commissioning of funding 14-19 provision and the influence that governors may bring to bear on behalf of the college in other places. Mrs Bax stressed the need to ensure that governors have early information about key issues as they develop particularly where this might involve the board in difficult strategic decisions. It was recognized that the respective roles and responsibilities of governors and management must be clear. This will be reviewed in the new college year.

380 Framework for Excellence (FfE) (SO253)

Mr Hans updated the members on FfE advising that the scores for the destination survey, success rates, and last inspection grade are expected to be published shortly. Other grades will not be published. The committee discussed a number of points including changes to way employer's views are treated, new indicators, and how destination data is calculated.

The Committee AGREED to;

- i) Note the report.**

381 Complaints Annual Report (SO254)

The report summarised complaints for the current year as at 1 June 2009. All bar one of 89 complaints received have been resolved. There have been significant reductions in complaints in the 'Certificate' and 'Enrolment Applications' categories. The main category of complaint relates to issues with security staff, and quality of learning all of which are being addressed. In response to a question the committee was advised that, while a significant number of the complaints about teaching came from one group of learners, these

had been recorded individually rather than a single collective complaint. Following clarification of the process of resolving complaints and the role of CLEG, the Chair highlighted the complexity of issues involved.

The Committee AGREED to;

i) Note the report.

382 Learner Disciplinary Interventions (SO255)

Mr Jeffrey presented a positive outcome for the year with stage 3 hearings dropping from 47 in 2007-08 to 33 in 2008-09. He spoke of the effectiveness of a number of measures including early interventions, the work of the Keep-in Line Coordinator, use of mentors, and effective tutoring. Profiles of exclusions show higher incidences amongst males, under 18s, and male Caribbeans. In response to questions the committee heard how the college is dealing with anger management and changing behavior patterns, and exit strategies including counselling and referrals to other agencies. There have however been some difficulties in getting responses from some Haringey agencies. Mrs Bax agreed to raise this with Cllr. Meehan. Ms Ortanca advised that CONEL is favourably recognised in the Turkish community particularly in helping to address the issue of low achievement of young Turkish men. Ms Emerson described how Advanced Practitioners work with teachers in dealing with behaviour issues.

The Committee AGREED to;

i) Note the report.

383 Merger Curriculum Update (SO256)

Ms O'Neill updated on current actions and initiatives in preparation for the merger including the development of common policies agreed by both colleges and an extensive range of associated staff development activities. In response to questions she advised that there would be no changes to the curriculum for 2009-10. Regarding marketing and recruitment she advised that all prospective learners would be notified of the merger (a legal requirement) but each constituent college would operate its planned enrolment procedures. A single college prospectus will be produced for 2010-11. It was confirmed that the approval of the merger and start date would be reported to the many groups and individuals involved in the consultation process. On behalf of the committee, the Chair congratulated management and staff on the way in which merger preparations had been undertaken.

The Committee AGREED to;

- i) **Note the report.**

384 Predicted Pass Rates (SO257)

Ms O'Neill explained that the predicted grades of 76% for 2009-10 were based on the worst case scenario. It is however anticipated that, if the LSC /OfSTED methodology remains unchanged from last year, the success rate will be 84/85%. She advised that there will be a major push over the summer period to encourage learners with outstanding work to get this completed. The college will make arrangements for these learners to have access to support throughout the summer. In response to a question Ms O'Neill advised that differences in success rates will no doubt have an impact, but CONEL is sufficiently robust to meet the challenge of driving up the success of the merged college. Success and achievement data will be disaggregated by college site and very detailed to inform business planning. All sources of funding will be closely scrutinized to support expansion across the two centres. In response to a point by Mr Abdallah about ICT and numeracy provision, Ms O'Neill reported how these issues had been addressed, and related actions emerging from the business planning process. Mr Hintz reported on the extra support provided to a specific group of learners that had experienced difficulties earlier in the year. Ms O'Neill clarified issues relating to the diagnostic testing used to try and get the learners on to an appropriate level of study. The Chair noted the effectiveness of the current student governors and that it was Mr Abdallah's final attendance at Standards Committee. He thanked Mr Abdallah for his useful contributions and wished him success for the future.

The Committee AGREED to;

- i) **Note the report.**

385 Safeguarding Policies (SO258)

Mr Jeffrey reported that consultation had been undertaken with colleagues at Enfield. He clarified issues relating to the 'designated person' and how substitutes are identified to ensure that cover is in place during operational hours, and the role of the welfare team. Ms O'Neil clarified safeguarding arrangements with partner organizations. The Chair commented on the usefulness of the flow chart of the college procedures and suggested that it might be useful if partners produced something similar for their organizations. Regarding the transport policy the importance of reinforcing the key points with staff was highlighted and a number of strategies considered. The safeguarding policies will be launched through the staff training day and will also feature in the new staff induction program.

The Committee AGREED to;

- i) Note the report.**
- ii) Recommend approval of the Safeguarding Policy to the Corporation.**

386 Transforming Learning Update (SO259)

Ms Emerson highlighted key points from the update report and responded to questions. She advised that more staff were being encouraged to apply to become Advanced Practitioners (APs) particularly in areas of shortage. All new APs will be appointed to one year contracts for this aspect of their work and will be reviewed on an annual basis. The increase in good or better teaching showed a 9% improvement, unsatisfactory teaching is down 2 to 3%. The Chair enquired what level of confidence the college now has in accurately grading lessons. Ms Emerson responded that the systems are robust and that grade shifts were no longer applied to observer's judgments. Mr Abdallah reported that, from the learner perspective, the IT provision is more effective. He praised the work of the mentoring service and cited his experience as a CONEL student. It was noted that the college had been successful in a bid for E-learning funding. Funding for Moodle in 2009-10 will largely be taken up for developments at Enfield.

The Committee AGREED to;

- i) Note the report.**

387 Single Equality Scheme and Action Plan (SO260)

Points of detail were clarified including the need to ensure that the constituent elements of the single scheme were addressed.

The Committee AGREED to;

- i) Note the report**
- ii) Recommend approval of the Single Equality Scheme and Action Plan to the Corporation.**

378 Recruitment Report (SO261)

Mr Jeffrey reported an overall increase in numbers compared to the same point last year. There are however concerns regarding 16-18 year old recruitment where activity is slow. Connexions data shows that the college attracts only 6% of the young learners in Haringey and is lagging behind schools and the Haringey Sixth Form Centre (HVIC). The college will be implementing strategies to address this issue. Ms O'Neill reported that discussions are taking place with HVIC looking

at the curriculum offers of the two colleges. It was recognized that the College needs to explore all the factors involved in attracting a significantly larger volume of 16-18 learners. A report was requested for the next meeting to take account of these issues and consider the impact of commissioning.

The Committee AGREED to;

i) **Note the report.**

379 Standards Committee Performance Review (SO262)

The Committee AGREED to;

i) **Note the report**

ii) **Defer the item to the next meeting.**

380 Date of Next Meeting

Wednesday 7 October 2009

Action Points from Standards Committee Meeting 1 July 2009

Issue	Action	Who	When
Information to Governors	Bulletin or other medium for disseminating information to governors to be considered	DM/JON	1 July C/F 14 May
Recruitment of 16-18	Report to meeting 7 October	JON/HJ	28/9
Safeguarding Policies	To Corporation	DM	13/7
Single Equality Strategy	To Corporation	DM	13/7