



## Minutes Quality, Learning and Standards Committee

(All resolutions passed were the unanimous decision of the Quality, Learning and Standards Committee members present unless otherwise stated)

<b>Meeting Title</b>	Quality. Learning and Standards Committee	
<b>Date</b>	26 June 2018	
<b>Members</b>	Mr G. Willett	Chair
	Mr J. Azah	
	Mr M. Bristow	
	Mr. D. Cheema	
	Cllr B. Fraser	
	Mr. P. Mayhew-Smith	Group Principal / CEO
	Dr C.Wilks	
<b>In Attendance</b>	Mr D Hillier	Assistant Principal, HE and Apprenticeships
	Mr S Hedli	Assistant Principal, South Thames College
	Ms J.Morrison	Director of Quality and Learning Services
	Mr J. Pemberton-Billing	Principal Carshalton College and Merton College
	M A Stade	Principal South Thames College
	Mr M. Tweedale	Principal Kingston College
	Ms H. Meredith	Head of Governance
<b>Key Meeting Outcomes</b>		
<b>1.</b>	<b>WELCOME, APOLOGIES</b>	
1.1	Apologies were received from the Vice-Principal, Business and Student Services and the Deputy CEO, Quality and Performance.	
1.2	<b>DECLARATION OF INTEREST</b> Members confirmed that they did not have any new pecuniary or other interest in any agenda item. Dr Wilks declared that she is a Governor at Esher College.	
<b>2.</b>	<b>MINUTES OF MEETING OF 13 MARCH 2018 AND MATTERS ARISING</b>	
2.1	<u>Accuracy.</u> The minutes were accepted as an accurate record and were signed by the Chair.  <u>Matters arising</u> The Action Log from the previous meeting was reviewed with updates received as below:	
	<b>Action required</b>	<b>Lead Update</b>
	The Chair had asked at the last meeting for the achievement data to be rag rated against national benchmarks and for the paper to be re-issued following the meeting.	All Chair again asked that for future meetings all data should be rag-rated, colour coding should have a key and should be presented against National Benchmarks
	Group to approach the London South West Maths Hub, based in Wandsworth, for support.	J B-P Not been actioned yet
	Suggested including a Governance IQAR in the programme of IQARs	DoQ Took place 22 May 2018
	Separate agenda item on CC at next term's QLS meeting.	HoG See Item 7
	Review the strategic relationship between the Early Years provision and the College as part of the development of the strategic plan.	PM-S PMS confirmed that the College has been looking at this
	Future QIAP update reports to be re-ordered to list the NTIs first	CW Actioned: See QIAP for Item 5 with NTIs listed first
	QMAP forecasts for Carshalton College to be changed to red	CW Actioned
	Initial induction training session should be fixed for all Link Governors and Principals to include agreement of a Link Governor visit protocol.	HoG Actioned: Took place immediately before QLS meeting

<b>2.2</b>	<b>FEEDBACK FROM GOVERNANCE IQAR 22 MAY 2018</b>
2.2.1	A report including feedback from the presenter Steve Bennett was reviewed by the Committee. The session helped to sharpen governors' focus on the key importance of Achievement rates across the Group and the need for reports to governors to focus on KPIs and key data. The key lesson learned was the need for clear, focussed information/communication about group/college performance and how group achievement rates compare to national benchmarks. .
2.2.2	In response to this message the Group Principal had highlighted the group's key data to all governors at the Governors Awayday on 11 June.
2.2.3	The Chair reminded officers that this committee should receive clear briefings / position statements highlighting achievement rate data and forecasts against national benchmarks and against internal comparables over a 3 year period.
2.2.4	It was <b>resolved</b> to note the report.
<b>3.</b>	<b>ELECTION OF VICE-CHAIR</b>
3.1	The Head of Governance reported that there is a vacancy for Vice-Chair of the Committee as Mr Anderson had resigned as a governor.
3.2	The election was deferred to the next meeting as no nominations were received.
3.3	The Chair pointed out the importance of a committee vice- chair in the light of the recent governor training when governors were reminded that on an Ofsted inspection the inspector will expect to meet the Chair of this committee . A vice-chair is important to ensure cover for the Chair.
<b>4.</b>	<b>BASELINE DATA ACHIEVEMENT RATES 15/16, 16/17 and FORECAST 17/8</b> <i>Appdx B 1</i>
4.1.	The Principal Kingston College presented the overall summary (below) which had been included in the presentation to Governors at their Strategy Awayday on 11 <sup>th</sup> June 2018 as well as data for apprenticeship provision.

College	Age Grp SFA/EFA	Leavers Overall 15/16	Leavers Overall 16/17	Starts Overall 17/18	Retained Overall 17/18	Ach Overall % 15/16	Ach Overall % 16/17	Forecast Ach % 17/18	Nat Overall % 16/17	Diff to National Ach %
Merton College	16-18	2,623	2,072	2,025	1,911	67.9	76.9	82.0	81.5	0.5
South Thames College	16-18	1,964	2,174	2,028	1,924	76.5	77.9	82.0	81.5	0.5
Carshalton College	16-18	2,153	2,057	1,967	1,848	74.7	74.7	84.0	81.5	2.5
Kingston College	16-18	5,216	5,300	5,269	4,946	87.2	85.7	85.4	81.5	3.9
<b>Group</b>	<b>16-18</b>	<b>11,956</b>	<b>11,603</b>	<b>11,289</b>	<b>10,629</b>	<b>78.9</b>	<b>80.7</b>	<b>83.9</b>	<b>81.5</b>	<b>2.4</b>
Merton College	19+	1,385	1,481	1,232	1,165	72.6	84.0	87.0	87.9	-0.9
South Thames College	19+	9,946	10,127	8,802	8,394	83.2	86.3	88.0	87.9	0.1
Carshalton College	19+	498	574	597	564	79.9	73.6	79.0	87.9	-8.9
Kingston College	19+	1,499	1,103	1,110	1,184	88.5	89.3	88.9	87.9	1
<b>Group</b>	<b>19+</b>	<b>13,328</b>	<b>13,285</b>	<b>11,741</b>	<b>11,307</b>	<b>82.6</b>	<b>85.7</b>	<b>87.5</b>	<b>87.9</b>	<b>-0.4</b>

4.2	Governors asked for assurance from the College Principals as to their confidence in these forecasts. The Assistant Principal of South Thames College and the Principals of Merton and Kingston College were confident about the robustness of the forecasting. Governors noted that the forecasts increases for Merton and South Thames Colleges are significant.
4.3	The Principal of Carshalton College is not confident in Carshalton achieving 84% due to the college's history of inaccurate forecasting previously identified and challenged by this committee. At its last meeting the committee required all forecasts from Carshalton College to be re-rated high risk. The Principal confirmed that data confirms significant increases in attendance at English and Maths and exams and a significant increase in retention, leading him to hope that achievement rates at Carshalton will be higher than 80% which would represent a significant improvement. The greatest risk area is Adult Programmes at Carshalton College.
4.4	It was <b>resolved</b> to note the report.
5.	<p><b>Quality Improvement Action Plan (QIAP) Group Operating Plan updates</b> <i>Appdx C</i></p> <p>5.1 The College Principals presented an update report on implementation of Quality Improvement Action Plans (QIAPs) including Notice to Improve (NTI) progress updates. NTIs are an internal process used to identify areas for improvement.</p> <p>5.2 The Chair asked that for future meetings:</p> <ul style="list-style-type: none"> <li>• this report should identify first progress on NTI areas;</li> <li>• that NTI updates should also include areas which are coming out of the NTI process;</li> <li>• that the report should have the same presentation / formatting for all colleges.</li> </ul> <p>5.3 <b><u>Kingston College</u></b> The Principal, KC presented a Minimum Level Notice to Improve in relation to A Level provision at Kingston which was copied to the committee. This is the 4<sup>th</sup> successive year of receiving such a notice and the Notice is harsher and requires an Action Plan. The Principal reported on an ongoing investigation into the data used by ESFA and that the outcome of the investigation may possibly result in the Notice being removed. The Principal , KC will report the outcome of the investigation to the Chair of the Committee within 2 weeks.</p> <p>5.4 The Principal, KC reported on actions taken to improve teaching and learning within A level provision including a further re-structure under the current IR. The committee were fully aware that this is an ongoing issue and asked whether the College should review its offer of this provision. The Principal, KC reported that the College is discussing an opportunity to work with Kingston Academy in two years time when their sixth form will open , to create a vocational pathway alongside the A level pathway offered by the Academy.</p> <p>5.5 The Committee noted that the A level provision at KC comprises 100 students studying 14 subjects. These students progress well and some students who come to College intending to study A Levels have been placed on more suitable qualifications at enrolment such as BTECs.</p> <p>5.6 Members discussed whether the Corporation should be asked to discuss the future of this provision in July 2018 but it was agreed that this would be premature prior to the results, although the Principal warned that this year's results will not be good due to low retention but that the following year's results will be much better. The Chair asked for a separate Agenda Item on A Level Provision for the next meeting.</p> <p>5.7 The Principal. KC reported that the Institutional Review will have a significant impact in relation to the two other areas under NTIs as Kingston.</p> <p>5.8 <b><u>South Thames College</u></b> The Assistant Principal, STC reported that all NTI programmes are showing a 10%+ increase following the MOT( Meeting Our Targets) internal process and curriculum support with Sport showing a significant increase.</p> <p>5.9 <b><u>MOT Process – Meeting our Targets</u></b> Members asked about the MOT Process – Meeting our Targets. This tool for identifying the accuracy of predictions developed at STC and Merton is to be rolled out across the whole group</p>

5.10	next year. The process reviews data used to supports forecasts. Additional MOT meetings are held in the areas of greatest concern.
	<p><b><u>Merton and Carshalton Colleges</u></b></p>
5.11	The Principal, CC and MC presented progress updates on the NTIs at both colleges.
5.12	At Merton College good progress was being made on all NTI areas except English.
5.13	<p>At Carshalton College a very high number of staff including Assistant Principals and Heads of School are either taking Voluntary Redundancy or are at risk of redundancy. Intervention action has included staff from Merton College assisting at Carshalton, including by checking students' work . The Principal reported that the areas of most concern relate to small areas of provision which is being addressed by the Institutional Review, for example in Health and Social Care where the Merton Staff will be moving to Carshalton in September. This area is forecasting a significant increase in achievement rates as is English and Maths but there is a very poor prediction for Engineering due to a very poor retention rate. Plans to address this include reviewing IAG so as not to work with employers who pay their apprentices too little to be able to retain them.</p> <p>It was <b><u>resolved</u></b> to note the reports.</p>
6.	<p><b>NOTICE OF CONCERN IN RELATION TO PROVISION BELOW MINIMUM STANDARDS 16-18 PROVISION FOR 2016-17</b></p> <p style="text-align: center;"><i>See Minute 5.2 to 5.5 above.</i></p>
7.	<p><b>Carshalton College Update</b> <span style="float: right;"><i>Appdx D</i></span></p>
7.1	<p>The Principal, CC presented a quality performance update for Carshalton College reporting that there are clear signs of improvement in potential outcomes at Carshalton as evidenced by:</p> <ul style="list-style-type: none"> <li>• Attendance at GCSE and Functional Skills examinations</li> <li>• Retention data</li> <li>• Completion of work and student progress in the majority of curriculum areas</li> <li>• Feedback from E&amp;M quality audit</li> </ul>
7.2	However, the Principal, CC reported there is still a degree of uncertainty around functional skills final outcomes, and the amount of assessment still to be completed in some curriculum areas.
7.3	The Institutional Review had just ended with the outcomes reported above. Members asked about staff morale which the Principal reported is mixed. The Principal paid credit to staff from Merton College for being proactive in their work to assist with the turnaround at Carshalton.
7.4	The Chair and Group Principal paid credit to the work of the Principal CC for the turnaround which is becoming evident at Carshalton. The committee commended the effort being put into this but insisted that lessons must be learned for the sake of students and there must never be a similar issue in the future. The Group Principal confirmed that the Quality team are using the lessons learnt from this experience to improve the sharing of good practice across the group.
7.5	The Chair reiterated the need for consistency and transparency of data to make sure that any problems are picked in the future. The Group Principal encouraged governors to use the college's internal quality team to commission any other assurance needed.
7.6	The Principal CC presented a separate report to the committee on incidents of alleged malpractice reported to the last meeting and the immediate action taken by the College in response. The examining board was satisfied with the safeguards put into place in response. . Despite this action, another recent case is currently under investigation. In response to questions the Principal gave details of the incident to the committee and confirmed that action taken in response to this incident include that has been reported to the awarding body and the Agency Staff member involved has been dismissed and the incident reported to the Agency.
7.7	It was <b><u>resolved</u></b> to note the reports.

<p>8.</p> <p>8.1</p> <p>8.2</p>	<p><b>External Inspection Reports</b></p> <p><b>The Kingston Academy Ofsted Inspection Report May 2018</b></p> <p>The Academy is a free school sponsored by Kingston College and Kingston University. It was inspected in May 2018. The inspection report will be presented to the Corporation following publication.</p> <p>The Chair thanked Kingston College and the South Thames Colleges Group and Kingston University for the support provided for the School.</p>
<p>9.</p> <p>9.1.1</p> <p>9.1.2</p> <p>9.1.3</p> <p>9.1.4</p> <p>9.1.5</p>	<p><b>Group Curriculum Reports 2017/18</b></p> <p><b>ENGLISH &amp; MATHS STRATEGY PROGRESS UPDATE</b> <span style="float: right;"><b>F.1</b></span></p> <p>A detailed English and Maths Strategy Progress update report across the Group was presented by the Principal of Merton and Carshalton Colleges.</p> <p>The available metrics indicate that Kingston continues to perform strongly in E&amp;M, with South Thames also performing well. Merton has further to go with student achievements to achieve its predictions. Carshalton is on track to make solid improvements. Overall a much more consistent pattern of achievement in E&amp;M is expected across the Group on study programmes.</p> <p>The Chair asked for the data in future to include National Averages.</p> <p>The updated English and Maths Strategy will be circulated to the committee by email following the meeting.</p> <p>It was <b>resolved</b> to note the report.</p>
<p>9.2</p> <p>9.2.1</p> <p>9.2.2</p> <p>9.2.3</p> <p>9.2.4</p> <p>9.2.5</p> <p>9.2.6</p>	<p><b>LEARNER VOICE REPORT</b></p> <p>A report was presented by the Director of Quality and Learning Services on mid year Student Surveys undertaken across the Group.</p> <p><b>Areas of Satisfaction</b></p> <p>There are some consistently excellent ratings across the Group, especially in:</p> <ul style="list-style-type: none"> <li>• safety,</li> <li>• fairness and</li> <li>• support in developing new skills.</li> </ul> <p><b><u>Teaching and student experience- strength</u></b></p> <p>As a Group, the key satisfaction rating for both teaching and student experience remains high at 87%, this indicates that overall the quality of teaching in the classroom and within each College is good.</p> <p><b><u>Students feeling safe at College- strength</u></b></p> <p>The key area for which the governors commended the positive scores were for students feeling safe at college, ranging between 96% and 99% of students' responses across all the campuses. At STC some Students are going into college on days when they do not have lessons as the college is seen as a safe place. Members asked whether the IR will have any impact on this. The Group Principal confirmed that there have been some staff reductions in site security.</p> <p><b><u>Other strengths</u></b></p> <ul style="list-style-type: none"> <li>• Feel that they made the right choice of College (87%),</li> <li>• Are set high expectations, get clear information about the work that is expected of them and know how they are performing compared to their personal target grade (81%),</li> <li>• Are well supported to learn new skills (90%),</li> <li>• Enjoy their course and feel that the environment is safe (98%) and fair (96%).</li> </ul> <p><b>Areas for Improvement</b></p> <p>There are no consistently poorly rated areas across the Group.</p> <ul style="list-style-type: none"> <li>• Satisfaction for tutorials declined at Kingston, with ratings for Learning Curve relatively low.</li> <li>• Ratings for online resources were mixed (higher for Kingston, 85%) – it was noted that MoodleRooms is being rolled out at Merton and South Thames for 2018/19.</li> </ul>

<p>9.2.9</p> <p>9.2.10</p> <p>9.2.11</p>	<ul style="list-style-type: none"> <li>Further work must also take place on listening and addressing student concerns across some areas of the Group, though Kingston rates significantly higher here (94%).</li> <li>Ratings for English and maths were mixed, with Carshalton and Merton at the lower end of the spectrum, and South Thames rating significantly higher (88%).</li> </ul> <p>Members asked what action is taken in response to concerns raised by students and the level of granularity of the data. The Director of Quality confirmed that for 2018/18 there will be one set of Survey Questions for Induction and Mid-Year across the Group – they will also be using Office 365 which will allow a much greater level of detail to be provided to Schools in terms of which learners responded to the Surveys. This will feedback into SARs and Action Plans and allow Schools to also feedback to learners at course level.</p> <p>The Chair asked is there any national benchmarking of FE student surveys for comparative purposes and the Director of Quality agreed to find out.</p> <p>It was <b>resolved</b> to note the report.</p>																																				
<p>10.</p> <p>10.1</p> <p>10.2</p> <p>10.3</p> <p>10.4</p> <p>10.5</p> <p>10.6</p> <p>10.7</p>	<p><b>HE UPDATE</b> <span style="float: right;"><i>Appdx G</i></span></p> <p>The Assistant Principal, HE and Apprenticeships presented an update report.</p> <p><b>Teaching Excellence and Student Outcomes Framework(TEF) Year 3 2018 award update</b> Governors had been advised that the Group has been awarded a Bronze TEF Award for Three years from June 2018 Kingston College having been awarded the Silver Award the previous year (June 2017 - TEF year 2 - awarded for 3 years) and that Kingston College is the successor College and the majority provider (70%) of HE in the merged college. This outcome was disappointing but for Carshalton and South Thames Colleges, both of which did not apply for TEF in year 2 (2017), the TEF status now also applies to them. The Group could re-apply in January 2019 (TEF year four), the last year before TEF becomes subject based, with a view to regaining Silver. Members agreed that before doing so the metrics would need to be certain to result in a silver award.</p> <p>The Report included outcomes data for the College’s HE students (directly and indirectly funded) in their award year (783 starters/ 701 achievements - 2016/17) which demonstrates a very good overall achievement rate of 90% with 45% of those achievements at higher grade level Distinction/First Class, Merit/Second Class Honours level. This represents an excellent performance in terms of achievement when considering the entry point of the cohort, prior qualifications and past learning experience.</p> <p><b>STCG HE Internal Student Survey Data 2017/18</b> The report included data from the current year’s internal HE survey which showed a decline in satisfaction with teaching (reduced by 2.5 percentage points from last year’s survey). Assessment and feedback is unchanged at 81% satisfaction and a decline in satisfaction with academic support of 1.4 percentage points. However, assessment and feedback and academic support remain above TEF benchmark.</p> <table border="1" data-bbox="288 1491 1541 1715"> <thead> <tr> <th>Questions</th> <th>Question covering</th> <th>KC % (358 responses)</th> <th>STC % (20 responses)</th> <th>CC % (96 responses)</th> <th>STCG NSS weighted average 2017/18 %</th> <th>NSS Sector Average % 2016/17</th> <th>TEF Benchmark % Core Metrics</th> <th>v. TEF Benchmark Percentage pts.</th> </tr> </thead> <tbody> <tr> <td>1-4</td> <td>The teaching on my course</td> <td>82</td> <td>89</td> <td>81</td> <td>82.1</td> <td>87</td> <td>85.7</td> <td>-3.6 (B)</td> </tr> <tr> <td>5-9</td> <td>Assessment and feedback</td> <td>81</td> <td>85</td> <td>80</td> <td>81.0</td> <td>73</td> <td>76.2</td> <td>+4.8 (G)</td> </tr> <tr> <td>10-12</td> <td>Academic support</td> <td>85</td> <td>91</td> <td>77</td> <td>83.6</td> <td>82</td> <td>81.7</td> <td>+1.9 (S)</td> </tr> </tbody> </table> <p><b>Teaching Excellence Framework (TEF) Subject Pilot</b> The confidential TEF Subject Pilot results had been received and the report included these confidential outcomes.</p> <p><b>Office for Students (OfS) Registration</b> The outcome of the College’s application for registration with the OfS was awaited.</p> <p>It was <b>resolved</b> to note the report.</p>	Questions	Question covering	KC % (358 responses)	STC % (20 responses)	CC % (96 responses)	STCG NSS weighted average 2017/18 %	NSS Sector Average % 2016/17	TEF Benchmark % Core Metrics	v. TEF Benchmark Percentage pts.	1-4	The teaching on my course	82	89	81	82.1	87	85.7	-3.6 (B)	5-9	Assessment and feedback	81	85	80	81.0	73	76.2	+4.8 (G)	10-12	Academic support	85	91	77	83.6	82	81.7	+1.9 (S)
Questions	Question covering	KC % (358 responses)	STC % (20 responses)	CC % (96 responses)	STCG NSS weighted average 2017/18 %	NSS Sector Average % 2016/17	TEF Benchmark % Core Metrics	v. TEF Benchmark Percentage pts.																													
1-4	The teaching on my course	82	89	81	82.1	87	85.7	-3.6 (B)																													
5-9	Assessment and feedback	81	85	80	81.0	73	76.2	+4.8 (G)																													
10-12	Academic support	85	91	77	83.6	82	81.7	+1.9 (S)																													

<b>11.</b>	<b>SELF ASSESSMENT 2017-18</b>	<i>Appdx H.1</i>
11.1	The Director of Quality and Learning Services presented the proposed Group Self-Assessment Cycle and Processes 2017/18 and 2018/19. Members noted that the new MOT process is being extended across the whole group.	
11.2	The Quality Team have carried out several audits across the group, focusing on those areas or curriculum that had Notices to Improve. The Audits looked at consistency of following quality processes: Use of ProMonitor, Markbook set up, quality of feedback and forecasts.	
11.3	School SARs are being drafted earlier this year (6 July – Kingston and Carshalton and 13 July Merton and STC). The plan is for the College SAR validation, to which governors are invited, to take place on 3 December.	
11.4	It was <b>resolved</b> to note these reports.	

<b>13.</b>	<b>LINK GOVERNOR SCHEME</b>	<i>Appdx J.1</i>
13.1	Members received the Link Governor Protocol. The induction training session took place immediately before the meeting. It had been decided to review the allocation of Link Governor roles to cross college roles to align them to the new system of matrix working being introduced and as a result the Link Governor Protocol will be revised and brought back to a future meeting. The Chair questioned whether link governors would therefore understand localism but otherwise supported this proposal.	

<b>14.</b>	<b>COMPLAINTS – GROUP SUMMARY REPORT (TERM 2)</b>
14.1	A report providing a summary of complaints received by the Group in the second term was presented by the Director of Quality who reported that the template for complaints recording has not yet been standardised across the Group and apologised for the statement that these reports were standardised. This would be resolved for 2018/19. Members commented that for the number of students across the Group, the number of complaints was low.
14.2	One member questioned why complaints are tracked by ethnicity (as well as age and gender). Other Governors said this was standard practice. It was agreed to continue to track by ethnicity.
14.3	It was <b>resolved</b> to note the report.

Members also asked to receive reports on any equality gaps in achievement. It was confirmed that this is done during the Self-Assessment process and is reported on to Governors.

<b>15.</b>	<b>Review of Board Assurance Risk Areas</b>																																		
15.1	<p>The paper was presented by the Group Principal. Members discussed and reviewed the two risk areas allocated to the committee and the assessment of the level of risk for each in the Board Assurance Framework as below:</p> <p><b>Board Assurance Dashboard</b></p> <div style="border: 1px solid black; padding: 10px; margin-bottom: 10px;"> <table border="1"> <tr> <td><b>Severity of Risk</b></td> <td style="background-color: #90EE90;">Minor &lt;20</td> <td style="background-color: #D8BFD8;">Medium 21-34</td> <td style="background-color: #FF0000;">Critical &gt;35</td> </tr> <tr> <td><b>Level of Assurance</b></td> <td style="background-color: #008000;">High</td> <td style="background-color: #FFD700;">Medium</td> <td style="background-color: #800000;">Low</td> <td style="background-color: #A9A9A9;">None</td> </tr> </table> </div> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 25%;"></th> <th colspan="3" style="background-color: #FFDAB9;">Risk Assessment</th> <th rowspan="2" style="background-color: #FFD700;">Overall Assessment of Assurance Level</th> <th rowspan="2" style="background-color: #A9A9A9;">Risk Area Responsibility: Governing Body Committee</th> </tr> <tr> <th style="background-color: #FFDAB9;">Cross Reference to Risk Register</th> <th style="background-color: #FFDAB9;">Gross</th> <th style="background-color: #FFDAB9;">Net</th> </tr> </thead> <tbody> <tr> <td style="background-color: #ADD8E6;"> <table border="1" style="width: 100%; height: 100%;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;"><b>Assurance</b></td> </tr> <tr> <td style="text-align: center;"><b>Risk Areas</b></td> <td></td> </tr> </table> </td> <td style="background-color: #FFDAB9;">14,16,18</td> <td style="background-color: #FF0000;">57</td> <td style="background-color: #D8BFD8;">32</td> <td style="background-color: #FFD700;"></td> <td style="background-color: #A9A9A9;">QLS</td> </tr> <tr> <td style="background-color: #ADD8E6;">Declining student numbers or planned student targets not achieved</td> <td style="background-color: #FFDAB9;">1,2,3a,3b,4</td> <td style="background-color: #FF0000;">96</td> <td style="background-color: #FF0000;">83</td> <td style="background-color: #FFD700;"></td> <td style="background-color: #A9A9A9;">QLS</td> </tr> </tbody> </table>	<b>Severity of Risk</b>	Minor <20	Medium 21-34	Critical >35	<b>Level of Assurance</b>	High	Medium	Low	None		Risk Assessment			Overall Assessment of Assurance Level	Risk Area Responsibility: Governing Body Committee	Cross Reference to Risk Register	Gross	Net	<table border="1" style="width: 100%; height: 100%;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;"><b>Assurance</b></td> </tr> <tr> <td style="text-align: center;"><b>Risk Areas</b></td> <td></td> </tr> </table>		<b>Assurance</b>	<b>Risk Areas</b>		14,16,18	57	32		QLS	Declining student numbers or planned student targets not achieved	1,2,3a,3b,4	96	83		QLS
<b>Severity of Risk</b>	Minor <20	Medium 21-34	Critical >35																																
<b>Level of Assurance</b>	High	Medium	Low	None																															
	Risk Assessment			Overall Assessment of Assurance Level	Risk Area Responsibility: Governing Body Committee																														
	Cross Reference to Risk Register	Gross	Net																																
<table border="1" style="width: 100%; height: 100%;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%; text-align: right;"><b>Assurance</b></td> </tr> <tr> <td style="text-align: center;"><b>Risk Areas</b></td> <td></td> </tr> </table>		<b>Assurance</b>	<b>Risk Areas</b>		14,16,18	57	32		QLS																										
	<b>Assurance</b>																																		
<b>Risk Areas</b>																																			
Declining student numbers or planned student targets not achieved	1,2,3a,3b,4	96	83		QLS																														

15.2	It was <b>resolved</b> that:  Members accepted the net risk of a poor Ofsted inspection, after mitigating action, of having a net score of 32. The committee was satisfied that sufficient controls and/or actions are being taken to manage that risk.																		
15.3	The committee considered the Risk of Declining Student numbers and the ownership of this risk. The Committee felt that review of this risk should instead be a full Corporation responsibility instead of falling entirely to this committee.																		
<b>16.</b>	<b>MEETING DATES</b>																		
16.1	The programme of meeting dates for this committee for next year was agreed as below noting that there will be an additional meeting in the Autumn term:  <table border="1" data-bbox="287 510 1492 696"> <thead> <tr> <th colspan="3">To agree proposed meeting dates for this committee</th> </tr> </thead> <tbody> <tr> <td>Tuesday 16<sup>th</sup> October 2018</td> <td>6.00-8.30pm</td> <td>Carshalton College</td> </tr> <tr> <td>All day CSAR validation Monday 3<sup>rd</sup> December 2018</td> <td>All day</td> <td>Kingston College</td> </tr> <tr> <td>Monday 3<sup>rd</sup> December QLS meeting 2018</td> <td>5.00-6:00pm</td> <td>Kingston College</td> </tr> <tr> <td>Tuesday 5<sup>th</sup> March 2019</td> <td>6.00-8.30pm</td> <td>STC (Wandsworth)</td> </tr> <tr> <td>Tuesday 18<sup>th</sup> June 2019</td> <td>6.00-8.30pm</td> <td>Merton College</td> </tr> </tbody> </table>	To agree proposed meeting dates for this committee			Tuesday 16 <sup>th</sup> October 2018	6.00-8.30pm	Carshalton College	All day CSAR validation Monday 3 <sup>rd</sup> December 2018	All day	Kingston College	Monday 3 <sup>rd</sup> December QLS meeting 2018	5.00-6:00pm	Kingston College	Tuesday 5 <sup>th</sup> March 2019	6.00-8.30pm	STC (Wandsworth)	Tuesday 18 <sup>th</sup> June 2019	6.00-8.30pm	Merton College
To agree proposed meeting dates for this committee																			
Tuesday 16 <sup>th</sup> October 2018	6.00-8.30pm	Carshalton College																	
All day CSAR validation Monday 3 <sup>rd</sup> December 2018	All day	Kingston College																	
Monday 3 <sup>rd</sup> December QLS meeting 2018	5.00-6:00pm	Kingston College																	
Tuesday 5 <sup>th</sup> March 2019	6.00-8.30pm	STC (Wandsworth)																	
Tuesday 18 <sup>th</sup> June 2019	6.00-8.30pm	Merton College																	
	The Group Principal / CEO thanked Mr Hedhli for his significant contribution to the Group through his work at South Thames College this year.																		

Action points		Responsible	Deadline	Signed off
1	QIAP Reports <ul style="list-style-type: none"> <li>to identify first progress on NTI areas;</li> <li>NTI updates to include areas coming out of the NTI process;</li> <li>same presentation / formatting for all colleges.</li> </ul>	Principals		
2	Group to approach the London South West Maths Hub, based in Wandsworth, for support.	J B-P		
3	Review the strategic relationship between the Early Years provision and the College as part of the development of the strategic plan.	PM-S		
4	Election of vice chair deferred to the next meeting	HoG	Oct 2018	
5	Minimum Level Notice A level provision : The Principal , KC will report the outcome of the investigation to the Chair of the Committee	MT		
6	Separate Agenda Item on A Level Provision for the next meeting.	HoG	Oct 2018	
7	Kingston Academy Ofsted inspection report to go to the Corporation	HoG	July 2018	
8	E & M Strategy – progress reports to include benchmarking against NA	JB-P		
9	Revised E & M Strategy to be circulated to the Committee	JB-P	July 2018	
10	CEO to find out about any national benchmarking of FE student surveys for comparative purposes	PM-S		
11	Link Governor Protocol to be revised and brought back to a future meeting	HoG	Oct 2018	
12	Risk of Declining Student numbers should be a full Corporation responsibility	GW	July 2018	
The meeting closed at 8:25pm.  Signed: .....Date:.....				