

## East Coast College

### MINUTES of the meeting of the Curriculum Development Committee held at 9am on Tuesday 1<sup>st</sup> February 2022 Video Conference

<b>Present:</b>	Saul Humphrey (Chair SH) Mike Dowdall (MD) Peter Lavender (PL) Stuart Rimmer (Principal) Ian Lomax (IL) Gemma Head (GH) Andrew Walmsley(AW)	
<b>In attendance:</b>	Wendy Stanger (Director of Governance)	
<b>W/22/02/1</b>	<b>Apologies and membership</b>	
Apologies were received from Paul Nisbett (PN)		
<b>W/22/02/2</b>	<b>Declarations of Interest</b>	
<p>There were the following declarations of interest:</p> <ul style="list-style-type: none"> <li>• Mike Dowdall as an employee of the LEP</li> </ul> <p>It was agreed that this declaration didn't preclude full participation in the meeting.</p>		
<b>W/22/02/3</b>	<b>To approve the Minutes of the meeting of the 28 September 2021 and any other matters raised previously not otherwise included in the Agenda</b>	
<p>The minutes of the meeting held on 28 September 2021 were agreed as a true record.</p> <p>The CEO advised that the development of the Boat Building College was not currently progressing as it was not cost effective but could be a line of enquiry within the curriculum review.</p>		
<b>W/22/02/4</b>	<b>Action Log</b>	
<p>The action log was reviewed.</p> <p>It was noted that as this was an additional meeting of the Committee a number of the actions were not yet due.</p> <p>The Director of Governance advised that a number of actions had been updated through reports to other Committees and this had been noted on the action log.</p> <p>Governors commented that they needed to be more specific when setting actions.</p>		
<b>W/22/02/5</b>	<b>Curriculum Plan Development Verbal Update</b>	
<p>The CEO gave a verbal update on curriculum planning.</p> <p>Governors noted that:</p> <ul style="list-style-type: none"> <li>• Adult offer recruitment rate behind allocation and this was predominately due to work based learning with employers not allowing or creating space for learning due to staff shortages.</li> <li>• Areas of concern in curriculum planning are apprenticeships, Lowestoft Sixth Form College, engineering and T Levels.</li> </ul>		

The CEO advised that five T levels were due to commence at the College in September 2022. The digital offer had not been attractive to the market and would not now run. There were low numbers on the remaining four offers and these wasn't helped by lack of understanding from students, parents, schools and employers. T levels were 900 hours compared to other level 3 programmes that were 450/500 hours.

Governors challenged if there was a national issue with T Levels. The CEO advised that T levels had under recruited nationally, those that were running were of poor quality and not all Universities were recognising them.

The CEO advised that he would be updating the ESFA on the College's progress with T Levels and discussing how this would affect the funding that the College was receiving for their implementation.

**W/22/02/6**

**For information**

**Skills Reform: The Role of Governance in Collaboration and Meeting Local Needs**

The Committee received and noted the various presentations that had been included to help inform the Committee for agenda item 6 and 7.

**W/22/02/7**

**Local Skills Improvement Plans (LISPs) - White Paper and Trailblazers**

The CEO presented the presentation. This set out guidance on LISPs from the White Paper and the trailblazers. The application for a trailblazer in the area had not been successful. The LISPs would also link to the Levelling up white paper.

Governors noted that:

- It was proposed that LISPs would be led by Chambers of Commerce
- Chambers of Commerce do not represent all employers and there are other employer organisations – have Chambers got the skills and resources to lead these
- Result will be Chamber of Commerce becoming commissioning bodies
- All trailblazers led by Chamber of Commerce
- How are public sector employers represented in Chambers?
- Need to look at mapping employer groups to see who need to work with
- How work with other key stakeholders such as the Counties and their priorities will need addressing
- Aim is an employer route to shape curriculum
- Levelling Up white paper not likely to include any new monies may affect the future of the LEP
- Need to ensure that the LISPs do not exclude community needed provision and marginal curriculum that might not be specifically employer focused – tension between community and employer need
- Need to consider how validate curriculum and employer relationships per sector
- Adult education must not be forgotten

<ul style="list-style-type: none"> <li>• Need to recognise the political and Norfolk/Suffolk dimension and the difficulties of working cross Counties</li> <li>• Needs to be partnership approach between employer and individual needs</li> </ul> <p><b>Governors agreed the following actions:</b></p> <ul style="list-style-type: none"> <li>• <b>LISPs Trailblazers to be contacted to learn from their work</b></li> </ul>		<b>SR</b>
<b>W/22/02/8</b>	<b>Review how well the education or training provided meets local needs - Draft Statutory Guidance</b>	
<p>The CEO presented the presentation. Ofsted are currently piloting in relation to curriculum intent and how well Colleges meet local needs will be included in future Ofsted inspections. The CEO advised that he was leading in this area for the New Anglia Group and was looking at a regional framework that could be adapted for each College.</p> <p>Governors noted that:</p> <ul style="list-style-type: none"> <li>• Strong employer sign-off was required to validate provision</li> <li>• Governors have already recognised the need for strategic curriculum development – a pillar of the Strategic Plan, a Governance committee for Curriculum Development and appointment of a Senior Post Holder at a Deputy Principal level for Curriculum and Strategic Partnerships</li> <li>• Decision needs to be taken on whether one or more reviews</li> <li>• EDI needs to be considered throughout the Review and how connect with all stakeholders</li> <li>• Review is separate to the LISP</li> <li>• Review needs to be published and needs to be in accessible language</li> <li>• The questions set out in the guidance are valid ones and a good basis for the review</li> <li>• Employer engagement needs to be meaningful and purposeful for all employers regardless of size</li> <li>• Reviews should identify provision gaps in region and a collective solution to address</li> <li>• The Review builds on the College’s annual curriculum planning process</li> </ul> <p>The Committee discussed the next steps set out in the presentation:</p> <ul style="list-style-type: none"> <li>• Review and agree Project Governance Structure</li> <li>• Agree local area(s), roles and responsibilities</li> <li>• Review and agree draft Timeline</li> <li>• Local Skills Improvement Plans (LSIP) and liaison with Chambers of Commerce</li> <li>• New Deputy post lead review</li> <li>• Curriculum Development Committee</li> <li>• Engage and consult with defined stakeholder groups forming a defined project</li> </ul>		

<ul style="list-style-type: none"> <li>Connect to regional group of governors</li> </ul> <p><b>Governors agreed the following actions:</b></p> <ul style="list-style-type: none"> <li><b>Project scope, timeline and dataset to be used needs to be produced and agreed by Governors</b></li> <li><b>Review to be led by the Deputy Principal level Curriculum and Strategic Partnerships</b></li> <li><b>Review how well the education or training provided meets local needs to be overseen by the Curriculum Development Committee</b></li> <li><b>Update risk register for the risk of not completing a suitably robust review of how well the education or training provided meets local needs</b></li> <li><b>Reviews to be integrated into the College's strategic and business planning</b></li> </ul>		<p>SR</p> <p>SR</p> <p>CD Cttee</p> <p>UR</p> <p>SR</p>
<b>W/22/02/9</b>	<b>Agenda Planning</b>	
EDI and the curriculum		
<b>W/22/02/10</b>	<b>Review of Meeting</b>	
<ol style="list-style-type: none"> <li>Confidential Items: None</li> <li>Risk Management: Reviews and LISP</li> <li>Health and Safety: None</li> <li>Equality and Diversity: Curriculum planning</li> <li>Sustainability: need to include in all developments</li> <li>Media: None</li> <li>How did the meeting go: Excellent discussions and chairing</li> </ol>		
	<b>Date of Next Meeting</b>	
5 4 22		