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MINUTES OF A MEETING OF THE FE PERFORMANCE & QUALITY COMMITTEE HELD ON WEDNESDAY 4TH MARCH 2026

Present

Angela Briggs	Governor
Rebecca Chamley	Staff Governor
Sue Craggs	Governor
Roya Habibi	Student Governor
Ben Lawrance	Co-opted member
Mike Welsh	Governor

The quorum for the meeting was four members (to include at least 3 external Governors). The meeting was quorate throughout.

In attendance

Sharon Harmon	Clerk to the Corporation
Danny Fenwick	Group Principal and Acting CEO
Rachel Maguire	Chief Operating Officer, People & Information
Phil Briscoe	Vice Principal, Quality of Education
Julie Kaye	Vice Principal, EPYP
Patrik Knowles	Vice Principal, Adult Education and Apprenticeships

The meeting was held in the Boardroom at North Lindsey College and commenced at 5.30 pm.

Item	Minute	Action
1	**Apologies**	
	Apologies received from J Rees (CEO and Governor) and S Odumoye (Governor).	
2	**Declarations of Interest**	
	Members should declare any personal or financial obligation, allegiance or loyalty which would in any way affect decisions in relation to the subjects under discussion.	
	M Welsh declared that his spouse and business partner was a former HM Inspector and current OI for the Ofsted FES team. Members agreed this did not present a conflict of interest with the business of the meeting.	
	There were no other declarations of interest.	
3	**Minutes of a meeting of the FE Performance & Quality Committee held on 19th November 2025 and any matters arising**	
	The minutes and confidential minutes the Curriculum, Quality and Performance Committee meeting held on 19th November 2025 were agreed as a true and correct record of the meeting.	
	Matters arising	

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Members were advised that the Equality, Diversity & Inclusion (EDI) Report had been reviewed thoroughly at the Search, Governance and People Committee meeting on 4th February 2026 and would be circulated to members for review as part of the papers for the Corporation Board meeting on 25th March 2026.

4 Student Services Update

The Chief Operating Officer, People & Information presented a Student Services update report. Members reviewed and discussed the contents of the report covering activities in the Safeguarding, Wellbeing and Counselling, SEND and ALS, Work Experience and Careers, Enrichment, Student Voice and Personal Development, International (Turing Scheme), EDI, Digital and Academic Services, and Customer Services and Student Finance.

Members discussed the increased demand in Safeguarding, Wellbeing and Counselling. Members discussed the reasons for the increased demand, noting the increased societal pressures place on students and students feeling more able report concerns. Members were assured by the many supports in place for students and the robust reporting and the prompt following up of concerns raised. Members discussed filtering and monitoring and noted the breakdown of Smoothwall alerts. Members noted key developments within the Safeguarding, Wellbeing and Counselling team including specialist counselling roles, establishment of Wellbeing Centres, expanded case management, and successful stakeholder feedback.

Members noted and discussed the update on SEND / ALS. Members noted that SEND numbers continue to rise, with increased numbers of High Needs learners and significant growth in EHCP and HE DSA support. Members noted that external audits by NLC Council and the Group's internal auditors have informed a new Belonging Strategy. Members discussed the Schools White Paper 2026 on Special Educational Needs and Disability (SEND) Reform. Members discussed the implication of the proposed reforms and how changes would be implemented across the Group. Members were assured by the supports in place for learners with additional support needs and the developments with the area.

Members noted that work experience and careers continue to grow. Members noted the wide breadth of enrichment activity across the Group. Members were pleased to note the International (Turing Scheme) funding is enabling extensive global mobility. Members noted early trips to Belgium and Bali have been delivered successfully, with significant multi-disciplinary trips planned to Thailand, France and Italy.

Members were assured by developments in EDI including the Equality Report 2025, Gender Pay Gap Report 2025, Freedom of Speech training, and the development of an EDI Manager Toolkit. Members noted that upcoming activity focuses on policy updates, statutory reporting deadlines, and the launch of an EDI Events Group.

Members discussed student finance and noted financial support applications continue to increase. Members were assured by strengthened cross college promotion of bursaries and financial support available to ensure students are able to access the support.

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Members discussed key risk to student services delivery. Members were assured that Student Services has delivered a high volume, high impact term marked by strong progress, rising engagement, and strengthening service quality. Members were further assured that planned activity for the next period is comprehensive and strategically aligned, with clear actions to address pressure points and maintain momentum.

Members thanked the COOPI for the comprehensive report.

Note: *The COOPI left meeting.*

5 Risk Register Review

The FEPQ Committee received the Group Risk Register. Members reviewed the strategic risks relating to FE curriculum and quality for which the FEPQ Committee has responsibility for oversight. Members reviewed and considered updates to controls, assurances, mitigations and planned actions. Members were assured by progress against planned actions and newly implemented actions. Members noted the residual risk score for 'Apprentices' has reduced. Members were assured that the residual risk scores for each risk remain within the target risk scores. Members were satisfied that the risk ratings for each risk remain appropriate.

6 FE Performance Update

The Principal presented a FE performance update report. Members noted and discussed the contents of the report outlining curriculum performance for the year to date, covering attendance, retention, achievement, and strategic developments across curriculum and across all provision types.

The Vice Principal, EPYP provided the committee with a detailed update on Education Programmes for Young People (EPYP). Members reviewed updates to the Curriculum Accountability Framework (CAF) for EPYP. Members noted and discussed the very strong retention rate for EPYP. Members were assured that EPYP performance is ahead of same point last year and is performing very well. Members noted that competition work to support students' mastery in skills and resilience has resulted in all curriculum areas taking part in competition work. Members were very impressed with the number of students taking part in a wide breadth of skills competitions and the exceptional achievements of those students. Members were also pleased to note that 459 students have taken part in the Duke of Edinburgh scheme.

The Vice Principal, Adult Education and Apprenticeships provided the committee with a detailed update on performance across Adult Education and Apprenticeships. Members reviewed updates to the CAF for Adult Education and Apprenticeships. Members were assured that performance for both Adult Education and Apprenticeships is ahead of same point last year and both are performing very well. Members noted a number of achievements across Adult Education and Apprenticeships. Members noted that a new framework for monitoring apprentices at risk, along with strategies and resources for reviews has been implemented which has seen a significant positive impact in the reduction of overdue reviews.

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Members noted and sought further detail on the Sabbatical Policy mentioned in the Performance report. The Principal explained the purpose and the rationale for the policy. Members noted and sought further detail on the challenges around wider entitlement impacting on student experience mentioned in the Performance report. The Principal explained the challenges and the approach to wider entitlement.

Members agreed that the Curriculum Accountability Framework (CAF) process has enabled a focused and targeted approach to improvements. Members were assured that this is having a demonstrable impact, noting that performance is ahead of the overwhelming majority of Key Performance Indicators compared to the same point last year when the CAF was not in place.

Members thanked the Principal, the Vice Principal, EPYP and the Vice Principal, Adult Education and Apprenticeships for the detailed update report and were assured that performance across all provision is ahead of the same point last year and is performing very well.

7 Quality Assurance Update

The Vice Principal, Quality of Education, presented a report providing an update on teaching and learning and quality assurance activities. Members noted and discussed the contents of the report.

Members noted that a new teaching and learning policy is being implemented this year. The Vice Principal, Quality of Education explained the policy involving lesson observations, walkthroughs, follow-up visits and additional support if required. Members were assured that all observers will go through an annual license to practice quality assurance process to ensure consistency and fairness of judgements. Members were assured that the new approach will ensure the Group can accurately capture the quality of teaching and learning across the organisation. Members noted the summary position of implementation of the new policy and the associated actions. Members were assured that progress is monitored in Curriculum Accountability Framework (CAF) meetings. Members noted the current completion data, based on reports received from observations to date. Members were advised that Higher Education Directors have identified when the initial visits will take place. Members were assured that the results of lesson visits will be included in future update reports to the committee.

Members asked if teaching staff have the opportunity to observe others teaching. The Vice Principal, Quality of Education explained that opportunities for peer observations were available. Members asked how student feedback is captured as part of teaching observations. The Vice Principal, Quality of Education explained that teaching staff leave the classroom in order for observers to gather student feedback. Members asked about staff feedback on the new policy and the Vice Principal, Quality of Education, confirmed that staff were supportive of the policy.

Members discussed the development of the CAF and were assured that as part of the CAF process, the quality department samples a percentage of key planning and progress documents that underpin the student journey. Members noted that this provides assurance that courses are operating effectively and that student progress is being systematically tracked and is discussed in CAF meetings with Directors. Members were assured that where issues are identified, actions are set

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ensuring they are resolved for the next round of CAF meetings. Members noted the summary of key strengths and areas for further development, based on the most recent analysis. Members noted a similar process is currently being devised for Higher Education provision.

Members discussed smart targets for learners with additional support needs. Members were assured that actions have been taken and processes strengthened to reflect Ofsted recommendations around smart targets for students with additional support needs. Members discussed the implementation of the new Ofsted Inspection framework and noted there is a greater emphasis on reporting on inclusion and a broadening of criteria for learners identified as requiring additional support or facing barriers to learning. Members were assured that the new framework is being considered in teaching and learning quality assurance processes and planning.

Members received and considered the Quality Improvement Plan (QIP). Members noted that the QIP has been written to operationalise the key actions from the Further Education self-assessment 2024/25 document and to monitor their progress to completion. Members noted that the QIP and regular updates on progress against targets will be provided at future committee meetings.

8 Committee Chair's Feedback Report

Members considered the business of the meeting and noted key items and any changes to strategic risks identified for feedback in the Committee Chair's Report to the Corporation Board. Members agreed to highlight:

- Assurance received that year-on-year curriculum performance is either as good or better than previous year.
- Assurance received that the CAF tool/system is working well for reporting and driving improvement.
- New Ofsted Inspection framework places a greater emphasis on reporting on inclusion and includes a broader criterion for learners identified as requiring additional support or facing barriers to learning.

9 Any Other Business

There were no items of any other business.

19 Date and Time of Next Meeting

The next meeting of the FE Performance & Quality Committee is scheduled for Wednesday 24th June 2026, 5.30 pm in the Boardroom at Doncaster College.

The meeting closed at 7.00 pm

Sharon Harmon
Clerk to the Corporation

Signed: ………………………………………… (Chair) **Date: ……………………**