

Teaching, Learning and Assessment Committee

Minutes of the Teaching, Learning and Assessment Committee
on Wednesday 26 February 2025 at Truro College.

Members: N Basher, L Batchelor, R Bray, O Marshall-Whitley, T Merrit, T Mtetwa, M Tucker (Principal), F Wall and Chris Wathern

Also Present: L Briscoe (Director of Student Experience), A Bull (Director of Curriculum Development), J Cashmore (Director of Operations), L Maggs (Director of Operations, Penwith College), H McKinstry (Director of Business Partnerships & Apprenticeships), V Pearson (Director of Teaching and Learning), W Randle (Head of Governance) and R Townsend (Chair of Corporation)

Item	Discussion/Decision	Action
1	<p>Apologies, introductions and declarations of interest Apologies were received and accepted from S Sanderson. In SS' absence, O Marshall-Whitley, as Vice Chair, chaired the meeting. There were no further declarations of interest to those contained on the register.</p> <p>The Head of Governance reminded those present of the various potential conflicts of interest which could occur during the meeting which would likely result in members leaving the room for some discussions.</p>	
2	<p>Minutes of the previous meeting The minutes and confidential minutes of the meeting held on 6 November 2024 were approved as an accurate record.</p>	
3	<p>Matters Arising The Committee were satisfied with the updates provided in the matters arising report.</p>	
4	<p>Progress against Strategic Objectives The Committee received the papers updating on progress made against objectives 4 and 6 of the Strategic Plan, and the associated risks.</p>	
5	<p>Risks linked to TLA Committee The Committee received the report.</p>	
6	<p>Ofsted outcomes</p>	
6.1	<p>College Ofsted outcome update Further detail contained in the confidential minutes.</p>	
6.2	<p>Nursery Ofsted Outcome The Director of Student Experience reported that the College achieved a Good rating under the Ofsted Early Years Framework with a couple of recommendations.</p> <p>It was noted that achieving outstanding for this provision would have been difficult due to the building layout; the College has recently been awarded 100% grant funding to extend the</p>	

	<p>site. In response to a Governor question, this application was submitted based on the outcomes of a feasibility study.</p> <p>The Committee requested that their thanks and congratulations on the outcome be expressed to the Nursery team.</p>	LBr
7 7.1 7.2 7.3	<p>College FE Self Assessment Report</p> <p>SAR judgements Further detail contained in the confidential minutes.</p> <p>Confidential minutes SAR working party 19/12/24 The Minutes were received by the Committee.</p> <p>Quality Improvement Plan update/ Review of SAR Action Plan 2024/25 The Committee received the QIP.</p>	
8	<p>3yr Curriculum Development Plan 2024-27 progress update The College reported on the curriculum reviews being undertaken by government and that whilst no further major changes are expected, any changes will be in place for September 2026. As part of the work with Gatsby, curriculum mapping is underway and consequently, the Committee agreed to delay the Curriculum Development Plan until December 2025.</p> <p>It was reported that Apprenticeship students over the age of 19 will not have to retake Maths and English. The Committee was reminded that the College is a member of the expert provider programme which has influenced the changes being implemented.</p> <p>The College noted that the government could simplify T Levels and shared that there is a risk to delivery of T Levels due to an increase in student numbers and therefore resource implications in areas such as assessments within nursing.</p>	AB/WR
9 9.1 9.4 9.5	<p>SEND/ High Needs/ Inclusive practice</p> <p>Progress against external recommendations and next steps Further detail contained in the confidential minutes</p> <p>High Needs Task and finish group The first meeting is scheduled for 18/03.</p> <p>Governors on the Ground The Committee received the GOTG reports completed on visits undertaken this term.</p>	
10 10.1i 10.1ii	<p>HE Update The Student Governors left the meeting.</p> <p>HE objectives and strategy development progress update The Director of Curriculum requested this item be delayed until the next meeting as the HE task and finish group had to change the focus of their last meeting to review the HE provision at the Penwith campus.</p> <p>APP outcomes update The Director of Curriculum reported that this will require updating following the proposal to increase tuition fees.</p>	AB/WR

<p>10.2</p> <p>10.3</p> <p>10.4</p>	<p>HE Task and Finish Group update Further detail contained in the confidential minutes. The Penwith Student Governor left the meeting.</p> <p>Update on OfS Conditions of Registration and Risk Register The Committee received this paper noting that this will be considered by the Audit, Risk and Assurance Committee.</p> <p>HE Quality Assurance group minutes 06/11/2024 The Committee received the minutes and noted the actions would be picked up within TLA's matters arising report.</p>	
<p>11</p>	<p>Student Data update to include The Committee received the report, noting that retention continues to be a key focus for the College which is in the top 3 colleges in the South West, excluding sixth forms, for outcomes.</p> <p>Recruitment and enrolment projections for 2025/26 - the College is ahead compared to previous years and continues to actively recruit; increased applications are likely due to encouraging internal progressions. Joint applications with other providers total approximately 300, with 250-260 held with Callywith College. The impact on financial efficiency planning was noted.</p> <p>Attendance – the College continue to apply pressure in this area and are considering implementing rewards for improved attendance.</p> <p>In response to a Governor question the College have undertaken significant work on internal recruitment, staff are conducting interviews much earlier and schools are being asked to encourage students to apply early to secure their places, as a result the College is in an improved position compared to this time last year, yet note this does not necessarily mean numbers will have increased overall. The Committee noted the impact of demographics and GCSE results. It was noted that strategic discussions are planned with Callywith in the coming weeks due to developments in the St Austell area.</p>	
<p>12</p>	<p>Annual Equality and Diversity monitoring report for 2024 The Director of Student Experience requested feedback on the annual report and its new style, noting how data from the student voice, high needs and staff data is collated. The Committee received the report which will be considered in the Autumn term moving forward, noting that the retention of NEET learners is an area of focus within the improvement action plan.</p> <p>It was reported that a Governors' EDI Task and Finish group is in place and a new staff Inclusion Group has been set up. The College have joined No Hate Cornwall and are embedding materials within tutorial as well as mandatory training for staff and students.</p>	
<p>13</p>	<p>Safeguarding report The Committee received the report and noted that 100% of students surveyed knew where to go with safeguarding concerns and that Ofsted had recognised the College's performance in regards to safeguarding.</p>	

	The Committee noted the latest Prevent update and were reminded that Prevent is not about a specifically identified ideology, with extreme right wing activism in the online space the biggest concern in Cornwall; to be flagged at Corporation.	LBr
14	<p>Employer Connect The Committee received the paper. The Director of Partnerships and Apprenticeships reported that the newly formed Employer Connect group is linked to the priorities of the Economic Forum and Workforce and Skills board. Members have been invited from key industries within Cornwall as identified in Cornwall Councils' Good Growth plan and the Invest 2025 Modern Industrial Strategy.</p> <p>The College and governance are keen to ensure that the 'skills offer' remains integral to both this Committee and across governance more widely. Once the group is established a Governor could attend as part of Governors on the Ground.</p>	
15	Governance	
15.1	<p>Terms of Reference The Committee noted the changes and the inclusion of responsibilities from the Employment and Business Policy Committee and recommend the TOR to Board for approval.</p>	
15.2	<p>Draft Cycle of Business 2025 Approved by the Committee.</p>	
15.3	<p>Governors on the Ground The Committee received the reports completed by Governors. The information will contribute to discussions at the High Needs task and finish group.</p>	
15.4	<p>Complaints The Committee were reminded of the email from the Head of Governance on how to respond to any direct stakeholder communication – to liaise with the Head of Governance.</p>	
15.5	<p>Committee name change The Committee agreed the name change to Quality of Education and Skills.</p>	
	Staff and Student Governors left the meeting	
	<p>Confidential agenda items Two agenda items were considered in part two of the meeting.</p>	
16	<p>AOB None</p>	
17	<p>Dates of Future Meetings 4pm Wed 21 May 2025, Truro campus</p>	