

**Minutes of the meeting of the SOUTH BANK COLLEGES Quality and
Improvement Committee
held on Thursday 6 November 2025 4-6pm
Clapham Campus, Board Room**

Present

Sue Dare (Chair)
Fiona Morey
Deborah Johnston
Sophia Okusun

Apologies

Issa Issa

In attendance

Anna Bazeos, Committee Secretary
Clare Dignum, Director of Teaching & Learning
Monica Marongiu, Principal Lambeth College
Elaine Smith, Director of Student Engagement and Well-being
Criag Hanlon-Smith, Principal LSBTC

1. Chair's Business

The Chair welcomed all attendees to the meeting and extended a special welcome to Sophia Okusun, attending her first meeting as the Student Trustee. The apology noted above was accepted.

2. Declarations of Interest

Fiona Morey declared an interest in *Get Further* should it be referenced during the meeting. No other declarations of interest were made in respect of any item on the agenda.

3. Minutes of previous meeting

The Committee approved the minutes of the meeting of 17 June 2025.

4. Matters arising

The Committee reviewed the action log. All actions were completed or on the agenda, except one regarding student satisfaction with the Learning Resource Centres (LRC).

The Committee noted that this action had not yet been completed due to the absence of the responsible staff member. It was agreed that the issue would be revisited following the induction survey, which includes questions on the LRC.

Action: Provide Committee with and update when the data becomes available. Transfer action to CHS.

5. Final Achievement Data 2024-2025 including attendance and retention

The Committee discussed the English and maths results in detail. While outcomes for 16 to 18 learners were positive, adult basic skills results had declined due to earlier staffing shortages and the temporary absence of a Director of Essential Skills. This had led to prioritisation of 16 to 18 provision and reduced retention among adult learners. It was also noted that programmes such as Entry to Employment and NHS partnerships, had affected outcomes.

The Committee noted that maths results remained weaker than English, in line with national trends.

The Committee welcomed the recent appointment of a new Director of Essential Skills and expressed confidence in the strategies being implemented to raise achievement across all age groups going forward.

In reviewing overall achievement data at LSBTC, the Committee noted that five of twelve curriculum areas had exceeded 90% success rates, with several others close to this benchmark. The Committee agreed on the importance of achieving greater consistency across all areas to meet 2025–26 stretch targets.

The Committee received an update on learner achievement and performance. It was noted that overall stability and continued improvement were evident, with achievement for 16 to 18 learners rising by 3.5% to 87.9%. High needs learner outcomes remained strong.

The Committee acknowledged that Apprenticeship achievement required improvement, remaining approximately 20% below national averages. While Level 3 and EPYP outcomes had improved overall, progress in specific areas such as Graphic Design and IT was limited.

The Committee agreed that the College was in a strong position moving forward, with a positive foundation on which to carry out further work.

The Committee noted the report.

6. Self-Assessment Report (SAR) 2024-25

The Committee received the updated Self-Assessment Report (SAR) for 2024–25, revised following the panel meeting and externally validated by a panel member who was an Ofsted inspector. The Committee noted the SAR as a key assurance document, demonstrating the College's capacity for accurate self-evaluation and alignment with Ofsted expectations.

The Committee discussed further refinements to be made before submission to the Board, including the addition of departmental grades and more detailed sector-level data.

The Committee noted the importance of the “bottom-up” approach underpinning the SAR, beginning with course reviews conducted over two terms. A recent staff briefing had also outlined the KPIs and explained how these linked to overall achievement.

The Committee reviewed Equality, Diversity and Inclusion (EDI) data and noted no significant achievement gaps across groups. Underperformance in English and Essential Skills was attributed to course-level factors rather than demographics. High needs learners continued to perform strongly, with outcomes improving by 9%, placing the College 5% above the national average.

The Committee discussed attendance targets, noting the College’s long-term ambition of 90%. Members supported setting both realistic and aspirational benchmarks and suggested differentiated targets for specific learner groups.

Subject to the agreed refinements, the Committee recommended the SAR to the Board for approval.

7. Quality Improvement Plan (QIP)

The Committee noted that the four Ofsted recommendations from January 2025 formed the basis of the 2025/26 Quality Improvement Plan.

It was reported that apprenticeship progress and achievement remained low; a Head of Apprenticeships had been appointed to lead improvement across all areas. Attendance improvement was being prioritised, by way of strengthened monitoring.

The Committee heard that the Navigate platform had been introduced to track and improve engagement in personal development activities. Actions to improve IT qualification outcomes and GCSE English and maths progression were underway, supported by new industry-experienced staff, enhanced assessment, and streamed teaching from mid-October 2025.

The Committee agreed the need for additional detail on apprenticeship improvement activity within the QIP and considered realistic attendance targets, noting the aim of achieving 90%.

It was noted that a paper summarising ongoing work would be presented at the next Board meeting. The Committee recommended the QIP to the Board for approval, subject to minor amendments.

8. Work Experience Data

The Committee reviewed progress on work experience and progression, noting strong overall engagement, with only two students not yet undertaking work-related activity. Approximately one third of non-T Level learners had formal placements, with the remainder participating in meaningful industry encounters.

It was noted that an additional section on work experience and progression data would be incorporated into the SAR narrative prior to reporting to the Board.

The Committee acknowledged continuing challenges in securing placements for all learners and agreed that improved group-wide coordination with employers was required.

Action: CHS to provide an updated work experience report at the June Committee meeting.

9. Complaints and Compliments Report 2024-2025

The Committee reviewed and noted the Complaints and Compliments Report for 2024–2025.

10. Safeguarding Policy and annual report 2024-2025

The Committee received the updated Safeguarding Policy and Annual Report, noting minor changes in the policy reflecting updated KCSIE guidance and an increased focus on digital safeguarding.

A significant rise in mental health-related cases was noted (from 30% to 45%), with several serious cases ongoing. One Prevent-related concern had not met the threshold. The Committee requested a short summary of the key policy changes for inclusion in the Board papers.

Action: ES to provide the summary of changes for December Board paper.

The Committee discussed support for Black students and agreed that strengthened engagement between the College and University Student Unions would be beneficial.

Action: DJ to connect ES with the University contact.

The Committee highlighted the importance of safeguarding training for the student trustee and queried whether the NUS offered relevant training.

Action: AB to explore available safeguarding training for student trustees.

The Committee questioned why the policy did not include staff training requirements and agreed that this should be added.

Action: ES to incorporate staff training into the policy.

The Committee also sought assurance regarding subcontractor safeguarding compliance and agreed that an audit should be undertaken.

Action: FM to audit subcontractor safeguarding compliance.

The Committee recommended the Safeguarding Policy and Annual Report to the Board for approval, subject to the agreed actions.

11. Teaching and Learning Strategy 2025-2026

The Committee received an update on the refreshed Teaching and Learning Strategy, revised in response to student demographics and updated EPIC Teaching Standards. Priorities for 2025-2026 include digital skills and the theme “*How to be Human in an AI World.*”

The Committee discussed the need for stronger integration of apprenticeships, agreeing that links between EPIC values and apprenticeship delivery should be made explicit and more consistently referenced. The Committee also supported embedding apprenticeship performance metrics across the strategy with clear communication to staff.

The Committee noted the existing teaching quality monitoring processes - observations, learning walks, achievement and attendance data, and predictive grades - and encouraged stronger triangulation with student voice. The Committee discussed the possibility of expanding the Student Union’s feedback tracker and to consider lessons from LSBU’s student engagement model.

The Committee approved the Teaching and Learning Strategy.

12. Applications and Enrolments 2025-2026

The Committee received an update confirming that enrolments were on track and expected to exceed the planned allocation by around 100 learners. Adult recruitment continued to show strong year-on-year growth, while Level 4 enrolments remained below target despite significant Group investment in new content and staffing.

The Committee discussed whether certain Level 4 activity might be more effectively delivered within university frameworks to improve efficiency and use of resources.

The Committee noted the update on applications and enrolments 2025-2026.

13. Any other business

There was no other business.

Date of next meeting
12 February 2026

Confirmed as a true record

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..... (Chair)