

**BLACKPOOL AND THE FYLDE COLLEGE**  
**QUALITY AND STANDARDS COMMITTEE (“the Committee”)**  
**MINUTES OF A MEETING HELD ON TUESDAY 11 MAY 2021, 5.00PM**  
**VIA VIDEOCONFERENCE**

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**Present:** K Gilmour (in the Chair) Independent Member  
H Broughton MBE Independent Member  
H Knight Independent Member  
L Wareing Co-opted Subject Specialist

**Apologies:** S Williams Independent Member

**In attendance:** K Coughlan, Director of Quality and Standards  
C Dunn, Vice-Principal for Higher Education and Student Enhancement  
S Hughes, Vice-Principal for Quality and Curriculum  
D Young, Company Secretary/Clerk to the Corporation

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**1. Chair and quorum**

K Gilmour took the chair and noted that due notice had been given to all Committee members and that a quorum was present. Accordingly, he declared the meeting duly convened and constituted.

**2. Apologies for absence**

The apologies for absence received from S Williams were noted.

**3. Declarations of interest**

There were no opening declarations of interest.

**4. Minutes of the previous meeting and action log**

- i. The minutes of the previous meeting held on 23 March 2021 were **APPROVED** as a true and accurate record.
- ii. The Committee noted that action no. 4.iii was complete and was reported on fully at the agenda item at Minute 14 below and that action no. 6 could be closed as the information identified for inclusion in future National Achievement Rate Tables Committee reports would be captured as a matter of course.

**5. Matters arising**

There were no matters arising since the last meeting.

## **6. Quality and standards scorecard**

- i. The Vice-Principal for Quality and Curriculum and Vice-Principal for Higher Education and Student Enhancement summarised the results of the circulated dashboard which the Committee discussed.
- ii. The Committee noted the content of the scorecard.

## **7. Quality of Education: Customer Satisfaction Data: Student Feedback and Satisfaction: On Programme (FE) survey**

- i. The Director of Quality and Standards presented a report which had been circulated with the agenda to enable the Committee to review the results of the On Programme Survey.
- ii. The Committee scrutinised the results and congratulated the team on the positive response rate and the consistently high levels of satisfaction overall over a number of years, which continued to demonstrate a healthy trend and longevity.
- iii. The Committee discussed the report at length and highlighted the value of sharing the results and outcomes with students themselves to raise their awareness of the steps the College had taken in response to their feedback; the value of the personalised support for students; as well as employee support and wellbeing and sustainability, particularly given the continuous support employees had provided to students. The Committee also acknowledged the tangible benefits of learning walks in providing invaluable insight to drive continued good practice and to support development.
- iv. With regard to the excellent satisfaction results for Wellbeing in particular in all surveys across the academic year, the Chair thanked the team for the immense support to students during the incredibly challenging year.
- v. The Committee received the report and noted the content.

## **8. HE Retention report**

- i. The Director of Quality and Standards presented a report which had been circulated with the agenda to summarise B&FC's HE retention which the Committee explored and discussed in detail, acknowledging the importance to the College of supporting student resilience given the value of education.
- ii. The Committee received the report and noted the content.

## **9. Learning, Teaching and Assessment Observations, Mid-year report**

- i. The Committee scrutinised the learning, teaching and assessment observations mid-year report, as presented by the Director of Quality and Standards.

- ii. The Committee discussed the item at length and was assured by the quality of learning, teaching and assessment and the high quality of education experienced by the students.

## **10. Future of Learning**

- i. The Director of Quality and Standards presented a report which had been circulated with the agenda to bring to the attention of the Committee key educational developments to inform future learning, teaching and assessment.
- ii. The Committee explored personalisation and the utilisation of technology to deliver the best student experience and outcomes and for added value. The Committee also noted the College's commitment to its digital strategy which had been developed before the start of covid-19.
- iii. It was noted that the Future of Learning report from the previous year would be shared with H Broughton.

**ACTION:** Company Secretary

## **11. Apprenticeships Update**

- i. The Director of Quality and Standards presented a report which had been circulated with the agenda to provide an overview of apprenticeships performance including B&FC's National Achievement Rate 2019-20 position, the achievement forecast for 2020-21, performance, and standards and developments of apprenticeship reforms, which the Committee considered.
- ii. The Committee received the report and noted the content.

## **12. HE Curriculum Development**

- i. The Vice Principal of Higher Education and Student Enhancement presented a report which had been circulated with the agenda to provide an overview of the HE curriculum development, which the Committee received and noted.
- ii. The Committee was assured as to the continued currency of the HE curriculum development and the team was congratulated on not only the volume and quality of the degrees but also the impressive way in which the College was adapting and creating courses in response to societal needs.

## **13. English and Mathematics Curriculum 2020/21 update**

- i. The Vice-Principal for Quality and Curriculum presented a report which had been circulated with the agenda to provide an update on English and mathematics in 2020/21; to share forecast data on GCSE and Functional Skills English and mathematics; and to update the Committee on the latest information on learning, teaching and assessments, including learner walks.
- ii. The Committee discussed and scrutinised the report and was assured by the

performance indicators and interventions in relation to English and mathematics for the delivery of its overall purpose of obtaining assurance of quality and standards on behalf of the Board.

iii. The Committee received the report and noted the content.

**14. Office for Students Access and Participation Plans for 2019-20 and 2020-21 to 2024-25 monitoring submission process – progress update**

i. The Vice Principal for Higher Education and Student Enhancement summarised the report circulated with the agenda to update the Committee on the activity underway and to provide assurance around the process of the submission of the Access and Participation 2019-20 and 2021-25 monitoring.

ii. During its discussion, the Committee acknowledged the value of the progress update and it was pleased to note the student representation and consultation in the process.

iii. The Committee received the report and noted the content.

**15. Any other business**

As it was K Gilmour's last Committee meeting before he stood down from the Board, the Vice Principal Quality and Curriculum thanked him for his commitment to Quality and Standards and his invaluable insights and support as an employer in the technical sector.

**16. Date, time and venue of next meeting**

It was noted that the next meeting of the Committee would be held on 5 October 2021 at 5.00pm, via teleconference.