

BLACKPOOL AND THE FYLDE COLLEGE
QUALITY AND STANDARDS COMMITTEE (“the Committee”)
MINUTES OF A MEETING HELD ON 22 NOVEMBER 2022 AT 5.00PM
BY VIDEOCONFERENCE

Present:	H Broughton	Independent Member (in the Chair)
	A Lockley	Independent Member
	A Mills	Independent Member
	W Robinson	Independent Member
	L Wareing	Co-opted Subject Specialist
In attendance:	K Coughlan	Director of Quality and Standards
	C Dunn	Vice-Principal for HE and Student Enhancement
	H Fogg	Director of Higher Education
	P Howard	PDH Advisory (minutes)
	S Hughes	Vice-Principal for Quality and Curriculum

1. Chair and quorum

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

2. Apologies for absence

There were no apologies for absence.

3. Declarations of interest

There were no opening declarations of interest.

4. Minutes of the previous meeting

The minutes of the previous meeting held on 4 October 2022 were **APPROVED** as a true and accurate record. Note was made of the fact that the only action in the log was not due until March 2023.

5. Quality and standards scorecard

- (i) The Vice-Principal for Quality and Curriculum presented the regular Quality and Standards scorecard and the Committee had the opportunity to ask questions.
- (ii) In response to a question from the Chair, the Vice-Principal for Quality and Curriculum outlined the way in which English and maths classes are scheduled and confirmed that these are the first sessions to be timetabled, with other sessions being arranged around them. He confirmed that a range of approaches are used to seek to optimise student attendance. Lesley Wareing commented that the College had taken all reasonable steps and the Director

of Quality and Standards briefed on the work being undertaken with students in respect of lost learning during the pandemic.

- (iii) In response to a suggestion from Wendy Robinson around the potential to use a blended approach, the Vice-Principal for Quality and Curriculum acknowledged the potential but noted that such an approach tends to work better with high-level students and confirmed that class sizes are intentionally kept as small as possible.
- (iv) In response to a question from Adrian Mills, the Vice-Principal for Quality and Curriculum confirmed that consistency of curriculum delivery and teacher performance is monitored through the internal self-assessment report process. He outlined the revised approach that was introduced this year where deep dives are undertaken, looking at student work and tutor marking as well as providing feedback and identifying areas for improvement.
- (v) The Chair suggested that consideration should be given to recording some high quality lessons and making these available for others to view and take inspiration from. Adrian Mills also noted that availability of external learning support programmes, such as BBC Bitesize.
- (vi) The Committee received and noted the content of the scorecard.

6. Further Education Self-Assessment Report 2021/22

- (i) The Director of Quality and Standards presented a report which had been circulated with the agenda to share the FE Self-Assessment Report (SAR) for 2021/22, alongside an executive summary for the Committee's review. The Vice-Principal for Quality and Curriculum highlighted the new format of the document in comparison with previous years and the inclusion of lessons learned from the most recent Ofsted inspection.
- (ii) In response to a question from Lesley Wareing, the Vice-Principal for Quality and Curriculum confirmed that the College had a good understanding of Ofsted's new approach to inspection and advised of the steps that had been taken to improve, both as a result of the inspection feedback and also as a result of feedback from an external advisor that had been commissioned to provide additional feedback. On this latter point, he noted that the draft SAR had been shared with the advisor for additional scrutiny and challenge.
- (iii) The Chair commented that whilst the document was a significant improvement on previous years, it would nonetheless benefit from additional information on how far away the College is from achieving Outstanding in each area. The Vice-Principal for Quality and Curriculum acknowledged this and commented that the key issue to address is consistency.
- (iv) Adrian Mills noted that the document refers to 'leaders' but that there did not appear to be a clear definition of leaders or a differentiation between leaders and senior leaders. The Vice-Principal for Quality and Curriculum commented that leaders are those involved in programme leadership and above, with senior leaders being ultimately accountable for delivery and for setting high expectations. Adrian Mills suggested that this would benefit from being included in the SAR itself, and Wendy Robinson suggested that this could be presented as a single slide to the Board alongside the distance to achieve Outstanding.
- (v) Lesley Wareing commended the new format of the document and welcomed the improvements that had been made.
- (vi) The Committee received the report and **RECOMMENDED** it to the Board for approval.

7. Higher Education Self-Evaluation Document 2021/22

- (i) The Director of Higher Education presented the HE Self-Evaluation Document for 2021/22 for the Committee's review.
- (ii) Lesley Wareing commended the report, noting that it provided a comprehensive understanding of the position and highlighting the fact that there had been a considerable amount of inspection and external validation undertaken. She also acknowledged that much of the document had previously been seen by the Committee throughout the year, which indicated that the cycle of business for the Committee remained appropriate.
- (iii) In response to a question from Antony Lockley, the Vice-Principal for Higher Education and Student Enhancement noted that overall HE numbers have remained fairly consistent until this year, but acknowledged that the make-up of the cohort had changed. She noted that B&FC remained the largest college-based provider of higher education.
- (iv) The Committee received the report and noted the content.

8. Date, time and venue of next meeting

The next meeting of the Quality and Standards Committee will be held on 21 March 2023, 5.00pm, by videoconference.