

**FURNESS COLLEGE CORPORATION**  
Principal and Chief Executive: Scott Cubitt

**MINUTES OF FURNESS COLLEGE LEARNER EXPERIENCE COMMITTEE (QUALITY & STANDARDS) MEETING**

Meeting Date: 7.10.25

Venue: Board Room Channelside

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**Present:**

Matt Coward – Gibbs (Chair)	External
Scott Cubitt	Principal & CEO
Mered David (Chair of the Board)	External
Sharon Huttly	External
Sian Foster	External
Liz Lawrenson	External
Zoe Guest	Staff Governor

**In Attendance:**

Kate Colebourn	VP Curriculum & Quality
Keith Wardle	Director of Curriculum & Skills
Helen Gibson	Director of Student Journey
Joanne Crowther	Governance Professional

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**ITEM 1 - APOLOGIES FOR ABSENCE**

LE/25/226 Sian Foster Liz Lawrenson

**ITEM 2 - DECLARATION OF INTERESTS**

LE/25/227 The Chair reminded Governors of the requirement to declare their interests in any agenda items. For any such declaration Governors would not be eligible to speak or to vote on the matters under discussion.

**ITEM 3 - EQUALITY, DIVERSITY & INCLUSIVITY**

LE/25/228 The Chair reminded Governors of the College's commitment to equality and diversity and the need to consider these matters along with health and safety in all Committee business.

**ITEM 4 - MINUTES OF THE PREVIOUS MEETING**

LE/25/229 **RESOLVED** the minutes of the meeting held on **17.6.25** be **APPROVED**

**ITEM 5 - MATTERS ARISING/ACTIONS**

LE/25/230 The Governance Professional confirmed all actions have been completed with some tweaks due to the Ofsted Monitoring Visit.

## **ITEM 6 – NAME OF THE COMMITTEE**

LE/25/231 The Chair confirmed that a recommendation was made by the External Reviewer that the name of the Committee could be changed to better reflect the work of the Committee as reflected in the Terms of Reference as it is wider than Learner Experience. After discussion it was agreed that the Committee would be re-named Quality and Standards.

**LE/25/232 RESOLVED the Learner Experience Committee will be renamed the Quality & Standards Committee.**

## **ITEM 7 – THEMATIC PRESENTATION**

QS/25/233 The Principal & CEO gave an overview of the proposed Corporate Objectives and attendant KPIs for the College for the coming year. He confirmed that these are aligned to the existing aims of the organisation. The focus is on delivering high quality education in preparation for OFSTED and the Merge with BFC in 2026. The objectives and KPIs will be linked to a member of SLT and to one of the Board Committees. It is a blend of quantitative and qualitative KPIs and these will be linked to the Risk Register and risk will be considered in all committee meetings. He confirmed that this would be shared with Governors at the next Board meeting.

QS/25/234 The Chair of the Board noted that this approach will give a clear line of sight for all staff to see how they can contribute to the ongoing improvement in the College. The process now is to see how this drills down through the teams. The Principal & CEO confirmed that the date for completion of objectives is December and maintenance of compliance in the College will be the key issue going forward. Not all structures are in place yet, but the HR team will use iTrent to monitor targets at individual level. Member noted that it will be important to have a robust numbering system so that all targets for staff can link their objectives to the plan in a clear way to facilitate reporting. The Principal & CEO confirmed this would be built in.

QS/25/235 The Staff Governor asked about timescales so that she can share with her staff. The Principal & CEO confirmed that as soon as it has been finalised it will be shared and training put in place for managers. He advised that the approach had received approval from the Governance & Search Committee and will go to Board for final approval, so there will be no delays.

**QS/25/236 RESOLVED – the Corporate Objectives were NOTED for ASSURANCE**

## **ITEM 8 – DISCUSSION REGARDING THE STRUCTURE OF THE AGENDA FOR FUTURE MEETINGS.**

QS/25/237 The Chair of the Board confirmed that the front page of the agenda will have a section where the corporate objectives, KPIs and risks that are attached to the committee. This will remind Members about what they are responsible for and what assurance they are seeking. Reports will be aligned to CO, KPIs and Risk so that progress can be tracked. The last item on each committee will then be on risk mitigation – the Chair of the Committee will then lead a discussion on whether or not the committee are content with the mitigation in place and the score for the risk remains appropriate based on progress made. This will give

line of sight for Governors and will be reported to the Audit & Risk Committee for their oversight.

- QS/25/238 Members noted that this should then carry through on reporting to the Board. The Chair confirmed that the minutes around the risk mitigation from each Committee will be compiled by the GP and then included in the Audit Committee agenda with the Chair back to the main Board as part of the Committee Summary.
- QS/25/239 The Principal & CEO confirmed that he is looking at how this approach can be utilised for papers at SLT as part of the changes being made.
- QS/25/240 Members noted that the Q&S Committee have extra meetings for monitoring the PIAP and this approach may need flexing for that. The Principal & CEO advised that the PIAP will shortly become the Ofsted Preparation Plan and the PIAP meetings will flex to accommodate this.
- QS//25/241 RESOLVED – the approach will be in place once the final approach to Risk is agreed.**

#### **ITEM 9 – PIAP UPDATE**

- QS/25/242 The VP Curriculum & Quality presented the headline data and confirmed that improved achievement rates have been achieved. Apprenticeship data has declined, but this is due to an active decision to data cleanse and remove legacy data. There have been improvements in teaching and learning with early interventions to support learner attendance, retention, and achievement.
- QS/25/243 The Chair complemented the Vice Principal and the team as they predicted these numbers back in July and achieving them gives confidence and assurance that the College is on top of the data and are able to make accurate predictions. He noted that this should be flagged to Ofsted.
- QS/25/244 Members noted the recovery, but suggested that we need to understand what went wrong in the preceding years to avoid this kind of decline happening again. The Vice Principal Curriculum & Quality confirmed that although the College has seen some improvement in teaching and learning, there is still a long way to go. This continued improvement and focus on future outcomes is the next part of the journey. Having reliable dashboards to give a broader picture helps to keep on top of data and avoid the decline happening again. She confirmed that although the increase is good, this only takes us to average, and the College aspires to move beyond average.
- QS/25/245 The Vice Principal Curriculum & Quality confirmed that the CPD delivered to improve the quality of Teaching has been significant. She confirmed that we have now launched an external package called 'Teaching Walk Thrus' which is used nationally with good success. Staff are now undertaking training to ensure a consistent approach to teaching and learning and this is a significant step as it enables staff to agree what works for their area, and then build an assessment process and strategy. This brings real ownership and positive impact. forward. The Chair of the Board asked how consistency will be delivered as this will be key. The Vice Principal Curriculum & Quality confirmed that staff attendance is checked so that all staff have been trained. The Principal & CEO confirmed that phase one is delivery. The second phase will be the testing of how it is used. This will become part of the observation

process. The Director of Curriculum & Skills confirmed that there will be focus on particular areas using Curriculum Observer.

QS/25/246 The Vice Principal Curriculum & Skills confirmed that with regard to attendance & retention, the slides show full details with benchmarked data. The Chair of the Board noted that there had been a big difference in English and maths compared to other areas and asked why this might be. The Vice Principal Curriculum & Quality confirmed that attendance is reviewed at curriculum meetings and this includes attendance at English and Maths by curriculum area so that interventions are targeted across all aspects of the programme not just the vocational aspect. It is clear to see that curriculum leaders are paying much more attention to English and this has had an impact. The Chair of the Board asked if performance in English and maths is recorded against the curriculum area so that the SAR would be impacted if not improved. The Vice Principal Curriculum & Quality confirmed that has been introduced for this year giving good accountability.

QS/25/247 Members agreed that a presentation format to look at progress is much better than a written paper and agreed that this would be the format going forward.

**QS/25/248 RESOLVED – the paper was NOTED for ASSURANCE**

#### **ITEM 10 – PERFORMANCE MONITORING REPORT**

QS/25/249 The Vice Principal Curriculum & Quality confirmed that the Performance Monitoring Report would also be delivered using a presentation format to give clear results with benchmarked data. Members agreed that having numbers presented in this way helps to see the scale of the issue. The Chair of the Board asked about slide 5 and the details around apprenticeships as this is a high-risk area. She confirmed that there is now a weekly apprenticeship tracking meeting by curriculum area that drills down to each learner. This then feeds up to a report by provision type. The Committee Chair confirmed he has spoken with the Apprenticeship Manager who agrees that this is a good approach.

QS/25/250 Chair noted that the A Level provision was broken down in EPYP and this is striking. He also noted that the ALPS score was disappointing. The Chair of the Board asked how staff have been supported to see how these figures compare to national averages. The Director of Curriculum & Skills confirmed that there was a full staff session on this, and that deep dives on underperforming areas are planned for the coming year. The Principal & CEO confirmed that there is a high level of achievement at award level. One of the targets will be to improve this over all levels.

QS/25/251 Members asked if there is there any national benchmarking data for T-Levels. The Vice Principal Curriculum & Quality confirmed that it is hard to find reliable benchmarking data. Hopefully this will come through but currently, publicly available data is poor.

QS/25/252 The Chair of the Board suggested that once the deep dives are complete, the outcome should come to the Board and be presented by the Head of Faculty.

**QS/25/253 ACTION – outcomes of Deep Dives be brought to future meetings accompanied by the Head of Faculty.**

**QS/25/254 RESOLVED – the presentation was NOTED for ASSURANCE**

## **ITEM 11 – TEACHING LEARNING AND ASSESSMENT UPDATE**

QS/25/255 The Director of Curriculum & Skills shared what has been completed in terms of college staff development. He also shared the Fundamentals of Teaching & Learning framework for Members. He confirmed that this was developed with staff and students to ensure that the approach was right. This now features in the ETLA work this year. He confirmed that there are 42 staff in scope for full session visits this academic year, and these have begun. Members asked how staff were identified for a full visit. The Director of Curriculum & Skills confirmed that it was staff new to college, and anyone on a development action plan from walk throughs. This gives staff the opportunity to develop practice with opportunities for professional discussion and support before a formal process is put in place. Members asked if the College was confident that the judgements were accurate. The Director of Curriculum & Skills confirmed that the College is now using Curriculum Observer – a new tool that has been carefully trialled and moderated. Joint sessions are carried out with external consultants to ensure consistency and this has supported the approach to validation. The Chair noted that this was a significant step forward and asked if the Committee could see the materials and handbook being sent out to staff.

QS/25/256 **ACTION – Director of Curriculum & Skills to share the handbook with the Governance Professional for circulation to the Committee prior to the next meeting.**

QS/25/257 **RESOLVED the presentation was NOTED for ASSURANCE**

## **ITEM 13 – CURRICULUM PLANNING**

QS/25/258 The Director of Curriculum & Skills confirmed that work is underway mapping the plan to skills needs. The report indicates where the College is now as the planning process started earlier in the year. The Chair of the Board noted the executive summary and asked if this was the curriculum plan or the financial plan. The Director of Curriculum & Skills confirmed that it was the curriculum plan.

QS/25/259 The Academic Staff Governor asked why BAE students are not reviewed as this is a significant part of the 16-19 provision. This is classed as a third-party contract, so not considered by Ofsted, but as we deal with them as apprentices, should we not be reporting on this. The Principal & CEO agreed that although this is a third-party contract, we should self-assess using the same metrics.

QS/25/260 **ACTION – BAE learners to be included in reporting going forward.**

QS/25/261 **RESOLVED - the paper was NOTED for ASSURANCE**

## **ITEM 13 – STUDENT EXPERIENCE**

QS/25/262 The Director of Student Journey presented the report and asked that it be taken as read. The Chair congratulated the team on handling a significant number of enquiries but noted that less than half of the learners who submitted a UCAS application took up a place. The Director of Student Journey confirmed that many learners gained employment and higher-level training with large local employers in the area. Members noted that whilst the University of Cumbria is

a significant partner for the College, many learners may wish to go further afield. Also, that it is clear work experience is a challenge but digital aspects of employment can be seen in companies other than IT companies. The Director Student Journey confirmed that there is some flexibility in delivery methods for this.

QS/25/263 The Chair of the Board agreed it was a good report and asked if the College is reviewing the delivery of open days to maximise opportunity. The Head of Student Journey confirmed that she had been working with Pauline Hagan and the College is looking at open days on Saturdays as well to further support recruitment.

QS/25/264 With regard to induction, the materials were shared along with the outcome from the Student Survey report. When compared with the previous year, most areas are at the same level or improved. A renewed and refreshed approach was taken to induction this year and this appears to have had a positive impact. The Chair asked if it would be possible to add the number of respondents to the report and if possible, not this by area.

**QS/25/265 ACTION – bring report with number of respondents, and where possible, by area to the next meeting**

**QS/25/266 RESOLVED - the paper was NOTED for ASSURANCE**

#### **ITEM 14 - COMPLAINTS, COMPLIMENTS, COMMENTS**

QS/25/267 The Vice Principal Curriculum & Quality presented the report on behalf of the Vice Principal Resources. She drew Members attention to a complaint with regard to exams, but confirmed that Pearson were happy with how this was dealt with.

**QS/25/268 RESOLVED – the paper was NOTED for ASSURANCE**

#### **ITEM 15 – TERM ONE OPPORTUNITIES FOR GOVERNOR INVOLVEMENT**

QS/25/269 The Director of Curriculum & Skills confirmed that Governors had participated well in learning walks and suggested the College Calendar of events be shared with the wider Board so that Governors can identify further opportunities for involvement.

**QS/25/270 ACTION – Governance Professional to share the College Calendar with all Governors**

#### **ITEM 16 – ANY OTHER BUSINESS**

GS/25/271 There was no other business to consider.

#### **ITEM 17 – ITEMS FOR THE NEXT AGENDA**

GS/25/272 There were no additional items for the next Agenda

#### **ITEM 18 – CONFIDENTIALITY**

GS/25/273 None of the items were deemed confidential

**ITEM 19 – BOARD AND COMMITTEE SELF EVALUATION**

GS/25/274 Members agreed that the use of presentations for key information worked very well. Members felt they gave an appropriate amount of challenge, and that there was evidence of good pace of improvement and discussions about how this can be replicated in other areas.

**GS/25/275 Strengths:**

- Agreed the discussion about engagement with BAE in terms of reporting was an important development
- The time change for the meeting has given Members good opportunity to engage further with the College
- The evolution of the quality of reports brought to the Committee means that each time it is easier to see the progress being made

**Concerns**

- Some programme areas remain a cause for concern

**ACTIONS LIST FROM FURNESS COLLEGE  
QUALITY & STANDARDS COMMITTEE  
7.10.25**

<b>ACTION</b>	<b>Ref MINUTE</b>	<b>WHO</b>	<b>BY WHEN</b>
<b>ACTION – outcomes of Deep Dives be brought to future meetings accompanied by the Head of Faculty.</b>	<b>QS/25/253</b>	<b>VP C&amp;Q</b>	<b>Next meeting</b>
<b>ACTION – Director of Curriculum &amp; Skills to share the handbook with the Governance Professional for circulation to the Committee prior to the next meeting.</b>	<b>QS/25/256</b>	<b>Dir C&amp;S / GP</b>	<b>Before next meeting</b>
<b>ACTION – BAE learners to be included in reporting going forward.</b>	<b>QS/25/260</b>	<b>VP C&amp;Q</b>	<b>Next report</b>
<b>ACTION – bring report with number of respondents, and where possible, by area to the next meeting</b>	<b>QS/25/265</b>	<b>Dir C&amp;S</b>	<b>Next report</b>
<b>ACTION – Governance Professional to share the College Calendar with all Governors</b>	<b>QS/25/270</b>	<b>GP</b>	<b>Before next meeting</b>