



# HARTPURY

## QUALITY ENHANCEMENT AND STANDARDS COMMITTEE HARTPURY COLLEGE

Minutes of a Meeting  
3.30pm Thursday 27th February 2025  
Gordon Canning & Teams

**Present:** Andy Collop – Vice -Chancellor & Principal (Professor)  
Chris Moody - College Governor  
Helen Wilkinson – College Governor  
Melissa Orritt – College Staff Governor  
Mary Heslop - College Governor (Vice-Chair) – in the Chair

**In Attendance** Gillian Steels– Clerk to the Governors  
Claire Whitworth – Deputy-Principal Further Education  
Ian Robinson - University Governor (Professor)  
Nikki Perry - Head of FE Learning Support (Item 11)

**Apologies:** Ella Smith – College Student Governor  
Sue Blake – College Governor  
Barbara Buck - College Governor (Chair)  
Hannah Lennon – Deputy College Student Governor

		ACTION & ACTION DATE
FEQuEST 01/02/25	<b>Welcome and Apologies</b> Apologies were received as detailed above.	
FEQuEST 02/02/25	<b>Quoracy</b> It was confirmed that the meeting was quorate.	
FEQuEST 03/02/25	<b>Declaration of Interest</b> The Clerk advised that members' interests would be taken as those disclosed in the Register of Members Interests. It was noted the Vice-Chancellor and Chris Moody were members of both Boards.  There were no declarations of members' interests for agenda items.	
FEQuEST 04/02/25	<b>Minutes of the Last Meeting</b> The College QuEST Committee agreed the minutes of the meeting of 12 <sup>th</sup> November 2024 as a true and accurate record.	

		<b>ACTION &amp; ACTION DATE</b>
<b>FEQuEST 05/02/25</b>	<p><b>Matters Arising</b></p> <p>The Action Update log which updated members on the progress of actions had been provided. It was confirmed that FE students could now access the polo club.</p> <p><b>The Action Update log was NOTED.</b></p>	
<b>FEQuEST 06/02/25</b>	<b>FE 2030 Strategy</b>	
	The Committee considered the FE 2030 Strategy. The Strategy set out the vision and ambitions of the College in alignment with the overall Hartpury 2030 Strategy. Extensive internal and external consultation underpinned the vision, objectives and direction of travel. The purpose of the document being presented to QuEST was to provide a further opportunity to shape the College Strategy prior to submission for approval to the full Board in March.	
	The consultation had highlighted the clear message for Hartpury to continue to focus on maintaining excellence, to develop students' knowledge of sustainability, to review the possibility of combining A'levels and B'tecs – this would depend on the wider curriculum review. It was confirmed the Strategy had already been reviewed by the FE Board.	
	15.30 Helen Wilkinson joined the meeting	
	The need to continue to focus on quality, make an effective financial contribution and continue to innovate were recognised within the strategy. It was recognised that there were exciting opportunities. Business plans were being developed to help with the evaluation of some options. Governors queried the audience for the strategy. It was agreed that for the general external audience it would be helpful to develop a shorter "on a page" style strategy to highlight key aspects and minimise jargon, and to take account of the commercial sensitivity of the document.	<b>DP FE March 2025</b>
	Governors queried the position relating to local authorities and devolution. The Deputy Principal FE advised this was not yet known. There were three current options: Gloucestershire, three counties, West of England. There were pros and cons for all approaches.	
	<b>The FE Quest Committee ENDORSED the Strategy for progression for Board APPROVAL and AGREED the development of a short external summary.</b>	
<b>FEQuEST 07/02/25</b>	<b>Review KPI Performance 2024/25</b>	
	The KPIs were reviewed, and it was noted that:	
	<b>The following had met KPI:</b>	
	<ul style="list-style-type: none"> <li>Attendance overall was tracking above the KPI (physical presence in the 'classroom' also included in brackets)</li> <li>Overall Autumn Term Student Satisfaction was above KPI at 98.8%</li> <li>Overall Level 2 retention was currently tracking above both minimum and stretch KPIs (94 students)</li> <li>Overall Level 3 retention was currently tracking above both minimum and stretch KPIs (928 students)</li> </ul>	

		ACTION & ACTION DATE
	<ul style="list-style-type: none"> <li>A Level retention was currently tracking above both minimum and stretch KPIs (345 enrolments).</li> <li>Level 2 Apprenticeship retention was currently tracking at 100% (16 students)</li> <li>Overall Level 1 complementary qualification retention was currently tracking at 100%.</li> <li>Overall Level 2 complementary qualification retention was currently tracking at 100%.</li> <li>Overall Level 3 complementary qualification retention was currently tracking at 100%.</li> <li>GCSE English A*-C – 9-4 rate was progressing well towards the KPI and should exceed it following the next round of exams.</li> <li>British Rowing Sub-contract retention was currently tracking above the KPI.</li> <li>Level 2 apprentices due to complete this year had finished above the KPI for retention and achievement</li> <li>Level 3 apprentices due to complete this year have finished above the KPI for retention and achievement (although just below for timely achievement).</li> </ul> <p>Governors noted that A'level retention had increased but queried if this was likely to lead to a dip at results stage. The Deputy Principal FE commented that this was not considered likely at this point as retention had been increasing gradually. She advised that there had already been significant intervention and more robust discussions with parents.</p>	
	<b>The following were not meeting KPI but were in line with the national rate:</b>	
	<ul style="list-style-type: none"> <li>Spring term 'Feeling Safe' student satisfaction was 98.7% so below the KPI of 99%</li> <li>GCSE Maths resits pass rate was currently just above the national rate but not yet at KPI.</li> <li><i>Extended Certificate Equine retention was currently tracking at 95.5%</i></li> <li><i>Foundation Diploma Agriculture retention was currently tracking at 100% (but fewer students).</i></li> <li><i>Extended Diploma Landbased Technology retention was currently tracking at 100%.</i></li> <li><i>Access to HE retention was currently tracking at 90.3%.</i></li> </ul>	•
	<b>Not meeting KPI or close to national rates:</b>	
	Extended Diploma Outdoor Activities retention is currently tracking at <b>81.8%</b> .	•
	<b>The FE QuEST Committee NOTED the 2024-25 KPI Performance.</b>	
<b>FEQuEST 08/02/25</b>	<b>QIP Update and Impact Report - FE (including at risk areas)</b>	
	The Committee considered the Report which provided the first annual update on progress with the headline College Quality Improvement Plan (QIP). The impact to date was shown in green highlight in the QIP table where improvements was positive, amber where they were progressing effectively but not yet at expectation and red where not progressing.	
	The Deputy Principal Further Education advised she was generally pleased with the continued positive progress. An improvement plan had been implemented for maths, which coupled with the additional hours had supported improvement. It was noted this meant students had less vocational curriculum time which was needing to be balanced. It was highlighted that	

		<b>ACTION &amp; ACTION DATE</b>
	<p>with the growth of Apprenticeships close monitoring has continued. Consideration was being given to how the large class size could be divided to ensure we retain high quality as the provision grows. She advised that the T'level mocks had gone well. The actions taken in relation to riding practicals were going well. It was noted that just over half the equine students were riding. The Deputy Principal FE advised that non-riding course students could ride as an option. It was noted that this approach supported greater inclusivity. This would continue to be monitored.</p>	
	<p>The use of SMART targets in tutorials continued to be an area for development as there was some inconsistent practice and poor record keeping, although there was overall positive feedback on the actual tutorials.</p>	
	<p>The Committee considered the EDI indicators. It was noted that 50% of the T'level agricultural livestock cohort were female which was a positive development. It was confirmed that Hartpury continued to set challenging EDI targets, although it recognised that these exceeded current industry levels.</p> <p>Governors commented that it was pleasing to see the impact of rapid improvement plans.</p>	
	<p><b>The Committee NOTED the QIP Update and Impact Report - FE (including at risk areas0.</b></p>	
<b>FEQuEST 09/02/25</b>	<p><b>Quality of Teaching, Learning and Assessment Update Report Plus Landex Report</b></p>	
	<p>The Committee considered the interim report with the in-year progress update.</p> <p>It was highlighted that Hartpury had continued to follow its Teaching, Learning and Assessment Strategy following further evolution in previous years. This had involved amalgamating lesson observations in term two with 'deep dive' process, supplemented with other extensive quality measures such as significant learner voice to gain a sufficiently holistic overview of the quality of each department and support continuous improvement.</p> <p>Governors were pleased that overall, student satisfaction with TLA remained strong and comparable with previous years, reflecting the continuous development and focus.</p> <p>It was highlighted that Hartpury's VESPA tool was fully consolidated in processes and provided useful indicators of the baseline starting point and progress made with softer skills. Last year a digital progress measure had been introduced in line with Hartpury's Accountability Statement commitment in response to employer feedback. This enables students and teachers to ascertain their digital starting points and progress over the year. The January 2025 student survey, indicated that 69.4% of students felt that they had developed and improved their digital skills since starting at Hartpury, providing numerous examples of what specific skills they had developed.</p> <p>It was noted that from a CPD perspective Hartpury had continued to provide a targeted and extensive offer to support all teaching and support staff, focusing very much on supporting exam success whilst retaining the holistic development of the student. Key areas of focus had also included the transition between exam and assignment-based assessments for BTECs and the focus on supporting students to achieve higher grades in both our BTEC and A Level provision.</p>	

		<b>ACTION &amp; ACTION DATE</b>
	<p>Landex had also supported the TLA process to ensure that our newer observers had their practice validated and to provide further areas of focus for us from an external and sector best practice perspective. As such, their report accompanied the report.</p> <p>It was highlighted that as another key area of focus relating to TLA, the A Level and BTEC interim assessment progress against target position year to date was again provided within the separate, accompanying report. For the first year, T-Levels were now also included in line with the new offer.</p>	
	The Committee agreed it was helpful to have the external validation through the <b>LANDEX</b> Report.	
	<b>The FE QuEst Committee NOTED the Quality of Teaching, Learning and Assessment Update Report.</b>	
	<b>The FE QuEst Committee NOTED the LANDEX Report.</b>	
<b>FEQuEst 10/02/25</b>	<b>At Risk Areas linked to QIP – A Level, BTEC and T'levels</b>	
	<p>The Committee considered the report noting that:</p> <p><b>A Level</b> attendance and student satisfaction had continued to be strong again this year. Retention had also improved compared with last year, (year to date), and second year mock performance was stronger with regard to overall pass rates and A*-C. This improvement needed to be sustained through to the final exam performance in the summer to ensure KPIs were achieved.</p> <p><b>BTECs</b> - Overall attendance and student satisfaction had continued to be strong again. Mock exams had shown further improvement for overall pass rates for most departments and an improvement in high grades for Equine and Animal Management, continuing the upward trajectory in performance. January exam results were published in March 2025, and it was hoped to see further improvements here too across all areas.</p> <p><b>T-Levels</b> T-Level attendance and retention had been strong to date. Students were generally enjoying the course. Mock exam results which reflected a final T-Level past paper showed that overall students were making good progress although there was still further focus needed here to ensure student achieved their full potential in their final exams, Employer Set Project and practical assessments.</p> <p>Governors agreed the introduction of T'levels had gone very positively and congratulated the team on their work to achieve this. The Deputy Principal FE recognised that it remained early days, but agreed that students were enjoying the course. Governors commented that it was pleasing to see the strength of achievement in the mock exams.</p>	
	<b>The At-Risk Areas linked to QIP A Level, BTECs and T'levels and Planned Actions Report was NOTED and endorsed.</b>	

		<b>ACTION &amp; ACTION DATE</b>
	4.25pm The Head of Learning Support joined the meeting.	
<b>FEQuEST 11/02/25</b>	<b>Local Authority Inspection – SEND Provision – ECHP Students</b>	
	The positive inspection of SEND provision – ECHP Students at Hartpury was discussed. It had been a day inspection, involved meeting with students, staff and parents and the provision of a range of information. The work to support students was recognised. The Head of Learning Support advised that the Inspection Team were going to come for a further day to see the campus. It was noted it was the first time Hartpury had had a local authority inspection of this type.	
	<b>The FE Quest Committee NOTED the Local Authority Inspection – SEND Provision – ECHP Students.</b>	
<b>FEQuEST 12/02/25</b>	<b>FE Termly Concerns and Complaints Report</b>	
	<b>Termly Report</b> - In the period from September to 31 <sup>st</sup> December 2024 there had been 2 formal complaints relating to admissions. Although they had not been upheld the Deputy Principal Further Education advised lessons had been learnt and an action plan put in place for enrolment. Governors commented that the equivalent HE report had incorporated a lessons learnt area and agreed it would be helpful for that to be added to this report.	<b>VPFE June 25</b>
	<b>The FE QuEST Committee NOTED the FE Termly Concerns and Complaints Report.</b>	
<b>FEQuEST 13/02/25</b>	<b>SU Report</b>	
	The Committee was pleased with the range and breadth of activities reported. They were pleased to see the introduction of a sabbatical officer and agreed it would be helpful to understand more about how this would work.	<b>SU Officer June 25</b>
	<b>The FE QuEST Committee NOTED the SU Report.</b>	
<b>FEQuEST 14/02/25</b>	<b>Any Points Identified to Highlight at Board</b>	
	2030 FE Strategy KPI position QuIP Update Positive introduction of T'levels to date Quality, Teaching & learning Report Update LA Inspection	
	<b>It was AGREED to take forward as detailed above.</b>	
<b>FEQuEST 15/02/2550</b>	<b>Any Other Business</b> None	
	<b>Dates of future meetings—NOTED.</b>	

**The meeting closed at 16.50**