

Report from the Quality Assessment Committee

Issue

1. The board is kept informed of the work of its Quality Assessment Committee (QAC) by receiving a report on the outcomes of each meeting. The attached report summarises the outcomes of the QAC meeting held on 26 February 2019. This report will be supplemented by an oral report given by the chair of the committee.

Recommendations

2. The board is invited to receive the report of the Quality Assessment Committee.

Further information

3. Available from Simon Levine.

Quality Assessment Committee report

February 2019

Key performance measures for the DQB

1. The committee received a paper setting out the revised list of KPMs which the OfS would use to monitor the DQB's performance of the assessment functions set out in HERA and the designation agreement. These have been drafted following workshops with the QAA.
2. Members commented on the importance of ensuring that the DQB delivered the quality of information the OfS needed for effective regulatory decision making and provided thoughts on refining the wording of these measures. The OfS will continue to provide ongoing feedback to QAA in its performance against these KPMs through formal review meetings, and QAA's attendance at QAC meetings.

DQB draft annual report

3. The chair introduced a paper setting out the QAA's draft annual report as the DQB which it is required to produce under paragraph 8 of schedule 4 of HERA.
4. The committee considered the report and expressed its intention to discuss this with the QAA later on in the meeting.

Update on operational issues

5. The committee noted the paper providing an update on four areas of operational development for the DQB as follows:
 - a. Design and implementation of the DAP's method and QSR methods.
 - b. DQB advice to OfS in identifying providers which may require an assessment of standards.
 - c. DQB's proposals for sector-level quality and standards activity.
 - d. DQB fees.

Update on DQB reporting and milestones

6. The committee noted the paper providing an update on OfS's recent interactions with the DQB regarding its reporting to the OfS which included:
 - a. The DQB's quarterly report to the OfS for the period 1 October to 31 December 2018.
 - b. The OfS's report of the second quarterly reporting meeting held on 23 January 2019.
 - c. The OfS's log of the DQB's progress against the milestones set out in the designation agreement.

Discussion with QAA on draft annual report, QAA's transformation programme and KPMs

7. Senior colleagues from the QAA joined the committee to provide an overview of activity to date and, in particular, to discuss the KPMs, the QAA's draft annual report, and its ongoing transformation, capability and change programme.
8. QAA advised that it is developing a risk framework to capture the challenges of the new work it is undertaking as the DQB, and that it will ensure both its board and the OfS are kept up to date on the actions it is taking to identify and address risk.
9. In relation to the KPMs, it was agreed that a full risk assessment and rating was required from the QAA, setting out the likelihood of any target not being met and the impact should this happen. This would make it easier for the QAA and the OfS to identify any areas requiring improvement towards the targets in the KPMs and to understand the mitigating actions that were being taken by the QAA. This would be provided in the QAA's next quarterly report. In addition, QAA should also be asked to provide dates by which it would deliver key activities.

Future committee meetings

10. The next meeting will take place on 22 May 2019.