

TERMS OF REFERENCE: STANDARDS & PERFORMANCE COMMITTEE

1. Introduction

The Committee will report directly to the Corporation. Minutes of the meeting will be located on the Governor portal. The Head of Governance will ensure the effective minuting of all meetings.

2. Membership

Membership will include:

- The Principal/Chief Executive
- The Deputy Principal
- At least 3 other Board members (including the Committee Chair) nominated by the Governance & Search Committee
- A student member studying further education
- A student member undertaking higher level studies or an apprenticeship
- Up to three co-opted governor members appointed by the Search & Governance Committee from an employer/industry/education background.

Meetings may also include, at the discretion of the Chair and the Principal:

- Relevant members of the College Leadership Team
- Staff and students from areas of committee focus

The Governance & Search Committee will propose the Chair of the Committee for a term of four years or less, with the option of re-appointment in line with the Recruitment Policy.

3. Terms of Reference

The Standards and Performance Committee will review the overall effectiveness, standards and performance of all provision delivered by the college and advise the Corporation as appropriate.

- To achieve this, the Committee will review outcomes for students and apprentices (including performance against strategic priorities and Key Performance Indicators, and comparisons against national benchmarks) across 16-19 study programmes, adult learning programmes, apprenticeships and provision for students with high needs, with particular reference to:
 - a) Quality of education (including the consistent improvement of teaching and learning, student progress, attainment, progression, high grades and achievement in all academic and vocational provision and maths and English)
 - b) Personal development, behaviour and welfare (including Safeguarding, Prevent, Equality, Diversity and Inclusion, careers advice and guidance, progression into sustainable employment and work placement)
 - c) Effectiveness of leadership and management (including the annual Self-Assessment Report and Quality Improvement Plan, performance management, student, employer and stakeholder feedback)
 - d) Overall effectiveness of the provision

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- e) Student, apprentice and staff welfare, including the impact of COVID-19
 - f) Delivery of education using technology and remote learning strategies and techniques
- Particular focus will be placed on the oversight of the areas for improvement identified by the latest inspection.
 - The Committee will have a key focus on the progression and destination of students into employment in areas of economic growth and higher level skills.
 - The Committee will annually review the quality and effectiveness of all programmes within higher-level skills and higher education.
 - Specific attention will be paid to student, employer and stakeholder feedback.
 - The Committee will review the college Self-Assessment Report (SAR), the proposed grades and Quality Improvement Plan (QIP) and submit a recommendation to the Corporation Board in December of each year.
 - To review its terms of reference biennially.
 - To produce an annual report for the Corporation, summarising the committee's activities relating to the financial year under review including:
 - A summary of the work undertaken by the committee during the year
 - Any significant issues arising up to the date of preparation of the report
 - The committee's view of its own effectiveness and how it has fulfilled its terms of reference
- 4. Quorum**
A quorum shall consist of four members of the Committee.
- 5. Frequency of Meetings**
The Standards and Performance Committee will meet at least three times per year on a termly basis.