

CLEVELAND COLLEGE OF ART & DESIGN

GOVERNORS PERFORMANCE INDICATORS 2010/11

In drawing up the range of Performance Indicators for the year the Board has considered how best to identify those areas of activity for which it has responsibility and how best they can be monitored effectively whilst taking account of the College's strategic aims within its Strategic Plan. The Board considers that whilst responsibility for approval rests with the Board it wishes to utilise the expertise of governors within the committee structure it has established to undertake detailed monitoring of such activities and for key issues identified by each committee to be raised at Board meetings by the respective Chairs / nominees to ensure the Board has sufficient reliable information to fulfil its overall responsibility for monitoring the performance of the College.

CLEVELAND COLLEGE OF ART & DESIGN

Governance Performance Indicators 2010/11

Area	Governor Performance Indicator (GPI) / College Strategic Objectives (CSO)	Monitoring Committee / Anticipated Timescale	Date Completed & Minute Ref.
Educational Character	<p>GPI To review and discuss the mission statement and educational character of the college.</p>	<p>Corporation Board Summer Board meeting December Board meeting</p>	
	<p>CSO</p> <ul style="list-style-type: none"> ▪ To provide high quality learning opportunities in a wide range of specialised art and design disciplines at all levels. ▪ To support high standards of achievement in a professional art and design context through excellence in learning, teaching and professional expertise and resources. ▪ To provide a personal and supportive environment in which every individual is encouraged to fulfil their own potential. ▪ To promote the values of a creative community within a fun and challenging setting. ▪ To support the “Skills Agenda” through the contribution of the College to the creative industries locally, regionally and nationally. ▪ To make a distinctive contribution to the creative, economic and cultural life of the north eastern region. ▪ To work collaboratively in partnership, wherever appropriate, with local and regional education providers and key stakeholders. 		

Area	Governor Performance Indicator (GPI) / College Strategic Objectives (CSO)	Monitoring Committee / Anticipated Timescale	Date Completed & Minute Ref.
Strategic Plan	<p>GPI</p> <ul style="list-style-type: none"> • To approve the 5 Year Strategic Plan and annual updates and make suitable arrangements for its implementation and delivery. 	Termly updates at Committees of the Board notably Audit, Finance & Resources and Quality & Academic standards	
	<p>CSO</p> <ul style="list-style-type: none"> ▪ To enhance the range of provision to provide a distinctive contribution to art and design education and training in the North Eastern region. ▪ To meet planned growth in response to the priorities of the LSC, HEFCE and ONE: with emphasis on open access, widening participation and inclusiveness. ▪ To maintain and enhance the estate to provide a centre of excellence for the creative industries of the future ▪ To further develop strong and efficient financial and general management to provide a sustainable base that supports strategic developments ▪ To improve teaching and learning through continued professional development, creative practice and scholarly activities and to ensure the maintenance of excellence in achievement 		
Risk Management Plan	<p>GPI</p> <ul style="list-style-type: none"> • To approve the College's Risk Management Plan and review suitable and appropriate monitoring measures. To provide an annual report to the Corporation Board. 	Termly Audit Committee updates and Annual Report to the Board	

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Audit	<p>GPI</p> <ul style="list-style-type: none"> • To direct the work of the internal audit service and to consider their reports and recommendations • to review and evaluate the effectiveness and efficiency of the College's systems of key controls as reflected in the College's Financial Management and Control Evaluation (FMCE) • to annually report to the Corporation Board on the work of the audit committee and its evaluation of the College's financial and governance systems. 	<p>Audit Committee reports</p> <p>Corporation Board</p>	
	<p>CSO</p> <p>To further develop strong and efficient financial and general management to provide a sustainable base that supports strategic developments</p>		
Finance	<p>GPI</p> <ul style="list-style-type: none"> • To approve the 3 Year Financial Forecast and to monitor the College's financial health • To consider annual revenue and capital budgets for approval by the Board. • To receive management accounts in line with agreed procedures (10 sets of Management Accounts per yr) and monitor the College's progress against set targets 	<p>Finance & Resources Committee and Corporation Board</p>	

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Students, Teaching & Learning	<p>GPI</p> <ul style="list-style-type: none"> • To receive and comment on the comparison of enrolled student numbers against projected target numbers and to receive information on the outcomes from the previous years completing cohort. • To receive and comment on the CATS and PATS targets that outline the agreed student numbers for retention and achievement in the current year. • To receive and comment on student feedback through the QDP and Learner Views Survey (FE), and to HE NSS outcomes. • To receive and comment on the report outlining student retention and achievement. • To receive and comment on student contextual value added and other relevant achievement data. • To receive and comment on the teacher observation reports and grades (where relevant). 	<p>Finance & Resources Committee & Board Quality & Academic Standards Committee (Autumn Term) Quality & Academic Standards Committee (Spring Term) Quality & Academic Standards Committee (Spring / Summer Terms)</p> <p>Quality & Academic Standards Committee (Spring / Summer Terms)</p>	
	<p>CSO</p> <ul style="list-style-type: none"> • To meet planned growth in response to the priorities of the LSC, HEFCE and ONE with emphasis on open access, widening participation and inclusiveness. • To improve teaching and learning through continued professional development, creative practice and scholarly activities and to ensure the maintenance of excellence in achievement. 		

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Policies & Plans	<p>GPI</p> <ul style="list-style-type: none"> • To approve on an annual basis the following information:- • Disability Statement • Health & Safety Report and Improvement Targets • Self Assessment Report & Action Plan • HE Monitoring Report • Accounting policies (as set out in the notes to the financial statements) • Financial Statements • Tuition fee and fee remission policies • Access agreements with the Office for Fair Access • Single Equality Policy • HE Strategy 	<p>Approved by the Corporation Board generally at its Summer Term Board meeting</p> <p>Autumn term Spring term</p> <p>Quality & Academic Standards & Board (Autumn Term)</p>	

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Equality & Diversity	<p>GPI</p> <ul style="list-style-type: none"> • To approve and monitor the policy and to receive information and reports as appropriate to maintain good practice in the institution to meet legislative requirements. 	Corporation Board, Finance & Resources Committee and appropriate committees	

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Resources	<p>GPI</p> <ul style="list-style-type: none"> • To monitor and review the college's property strategy, including ongoing projects • To monitor and review the staffing, ethnicity and absences of college staff • To monitor and review marketing and recruitment and student PR issues 	Termly updates to the Finance & Resources Committee	
	<p>CSO</p> <ul style="list-style-type: none"> • To maintain and enhance the estate to provide a centre of excellence for the creative industries of the future. 		
Governance	<p>GPI</p> <ul style="list-style-type: none"> • Arrangements are in place to ensure that the Board undertakes:- • The eligibility of membership is confirmed on an annual basis. • An annual update of governor skills to inform Governance & Search Committee. • Annual assessment of governor learning / development needs • Monitoring of governor attendance • Annual assessment of the objectives and appraisal processes for the Clerk 	Completion and return of Register of Interests Completion of annual skills audit Committee recommendations / Tees Valley & FE + meetings Clerks report Self Assessment Committee Chair of the Board	

