

NAME OF COMMITTEE:

- Education Partnership NE Leadership Team (ELT)
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Frequency of Meetings:	Monthly
Chair:	Chief Executive
Co- Chair:	Deputy Chief Executive
Administrator:	PA to Chief Executive / Deputy
Quorum:	50% of members
Reports to:	Governing Body

Membership

- Campus Principal Ashington Campus
- Campus Principal Kirkley Hall Campus
- Campus Principal City Campus
- Campus Principal Bede Campus
- Chief Finance Officer
- Vice Principal Partnerships and Business Solutions
- Vice Principal Student Life and Stronger Communities
- Vice Principal Corporate Services
- Vice Principal Corporate Strategy and Engagement

*Other staff members may be required to attend as and when required

Remit and Purpose

This is a strategic group with responsibility for the leadership of Education Partnership North East

- Developing and reviewing EPNE Strategic Plan and KPIs in line with the strategic direction set by the Board
- Policies and procedures
- Group oversight of 16-19 and adult funding, and quality performance E&T and apprenticeships
- Subcontracting Policy, agreements, contracts, overall performance
- OFS and higher education conditions of registration
- Business development and strategic partnerships
- Risk, mitigation, business continuity and insurance
- Internal and external engagement/communications, and marketing approach
- People Plan, culture and engagement, workforce development

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- Management accounts, Financial Plan and performance
 - Capital resource planning, expenditure inc. capital projects
 - Procurement, performance and progress
 - Internal and external audit and improvement plans
 - Health and safety, inc. safety accountability and performance
 - Safeguarding and EDI
 - Estates planning, performance and progress
 - IT infrastructure inc. cyber
 - Sustainability and carbon zero
 - Strategic KPIs in relation to Quality including Subcontracting
 - Curriculum and learner journey inc English and Maths
 - EPNE final SAR/ SED and QIP
 - Obligatory requirements for external regulators

It will also be responsible for the following areas;

- Oversee group recruitment targets ensuring all targets are met
- Oversee group performance around learner achievements and progress, implementing improvements where required.
- Oversee all people matters, engagement, recognition, workloads, wellbeing, bullying and harassment
- Oversee group approaches including curriculum planning, enrolment, quality, teaching and learning, accreditation, and awards
- Oversee EPNE safeguarding, prevent, EDI, bullying and harassment
- Receiving updates other internal meetings, boards, or committees
- Ensure EPNE is working towards external regulatory guidance and is prepared and planned for any inspection or review.
- Ensure the Leadership Team is updated on external national, regional, or local matters, including governance
- To discuss and act upon any other business in relation to the Board of Corporation
- Refer matters, where appropriate to the relevant subcommittees.
- To oversee the College performance around learner achievements and progress, implementing improvements where required.
- To have a clear quality strategy that ensures excellent delivery of teaching, learning and assessment and clear staff development requirements for each Campus (inc Subcontracting).
- Ensure that support provided by student services and learning support is providing learners with the best possible support and intervention to be kept safe and succeed.
- Ensure Curriculum areas are challenged against underperformance, intervene where appropriate to maintain the planned position of the College delivery
- Ensure the College has a key focus on Higher Education academic standards, conditions of registration and the quality of the learner journey.

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- Ensure the College is working towards external regulatory guidance and is prepared and planned for any inspection.

 - Oversight and approval of
 - Any decisions or actions that will materially affect EPNE, its people, students and stakeholders
 - Systems, Policies and Procedures
 - Strategic Plan and associated KPIs
 - Reports to progress to governance where appropriate
 - Improvement plans (FE/HE)
 - Prospectus
 - FE Self Assessment and HE Self Evaluation
 - Overall QIP

NAME OF COMMITTEE:

- Leadership Excellence Group

Frequency of Meetings:	Monthly
Chair:	Chief Executive
Vice Chair:	Deputy Chief Executive
Administrator:	PA to Chief Executive
Quorum:	50% of members
Reports to:	ELT

Membership

- ELT and SLT
- Head of Governance and Policy
- Middle leaders and managers

Remit and Purpose

This is a cross college group with responsibility for the leadership of the College's:

- Contribution to, development of and successful implementation of EPNE's vision, values, strategic plan, policy, procedures and practice.
- Approaches to ensuring all senior and middle leaders are well informed and understand the external environment EPNE operates within; have the opportunity to understand and participate in 'horizon scanning' to ensure the college is well prepared, agile, responsive and progressive.
- Ensuring leaders and managers as gatekeepers of Higher education academic standards are informed of current standards and progress in line with their responsibility around maintaining conditions of registration.
- Expectation for effective timely communication and sharing of practice across curriculum and support areas, including too and from staff within departments and vice versa.
- Development of a consistent and proactive approach to an outstanding learner journey, recognising and understanding EPNE's position with performance measures and actions arising from any element of the learner journey deemed to require intervention.
- Robust and high-quality approaches to people management including induction, Essentials for Excellence, workloads and well-being, sickness absence reduction, PDC completion and effectiveness.

It will also be responsible for the following areas;

- High levels of leadership attendance and active engagement from members.
- Ensuring the Leadership Excellence Group are updated on any internal projects / competitions / awards or other relevant activities.
- Sharing of best practice from across the Group from either Curriculum or Support.
- Facilitation of learning across the organisation to continuously transform our campuses

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- Successful implementation and achievement of EPNE's Goals, high levels of recognition and engagement to support an outstanding culture across EPNE.
 - Regular engagement with students through meaningful scrutiny of the 'student voice', timely intervention, and the achievement of consistent high levels of FE and HE student satisfaction.
 - Celebrating success, including via the college's digital platforms, including Workplace.
 - Conducting any other business that may be delegated to the Group by the Executive/ Senior Leadership Team.