



TERMS OF REFERENCE: CURRICULUM PLANNING COMMITTEE

Purpose:

The Curriculum Planning Committee is a Committee of DCG Corporation and has oversight of the Group's strategy and strategic decision-making process as directed by the Corporation and outlined within these terms of reference.

Any decisions on such matters are reserved for the Corporation.

Remit:

1. Oversee the Strategic Review process and formulation of the strategic report as directed by the Corporation, by:
 - Considering what actions the organisation (taking into account other providers) can take to best meet local needs, in particular local employment needs.
 - Maintaining oversight of an effective Strategic Review Project Plan and robust method of monitoring performance against the Plan against agreed timelines
 - Ensuring agreed actions derived from the review are integrated into existing curriculum, estates and financial planning processes and maintain oversight through Corporation committee structure
 - Recommendation of outline plans/changes/revisions to the current Corporate Strategic Plan (vision, mission, strategic priorities, values) as a result of the Strategic Review (collaboration and consultations) to the Corporation
 - Recommendation to the Corporation of the final Strategic Review report to Corporation for approval and publication (along with any endorsements)
2. To consider statutory guidance and policy as part of the College's strategic review and business planning process, including:
 - Local Skills Improvement Plans
 - Devolution
 - Ofsted sub-judgement on the College's contribution to meeting skills needs
3. To review and recommend to the Corporation DCG's Accountability Agreement;
 - evidencing how the College intends to deliver to support local, regional and national needs
 - agreeing outcome targets that reflect the college's contribution to the priorities outlined in the Local Skills Improvement Plan
 - ensuring this is published within the required timescale.
4. Consider curriculum design and development, including reviewing core strategies:
 - Curriculum Teaching, Design and Improvement Strategy
 - Pastoral and Academic Support Strategy



5. Support the Corporation's wider considerations on strategy and organisational structure.

Membership and Operation

1. **Governors:** The Committee's standing membership will consist of: Chair of Corporation, Vice Chair, Chair of Search and Governance, Chair of Audit, Chair of Curriculum Performance and the Chief Executive.

Officers: The Deputy Chief Executive will attend the meeting.

Others: Other Governors and Officers of the Group may be invited to attend meetings as directed by the core members.

2. The Chair, if not appointed by the Corporation, shall be elected by the Members of the Committee.
3. The quorum shall be three Members of the Committee. In the event of the Chair being unable to attend, the remaining members shall elect a Chair from among those present.
4. The meeting frequency will be dictated by the core members.
5. The meeting will be facilitated by the Clerk.
6. The Committee shall undertake an annual review of these terms of reference and recommend any changes needed to the Corporation for approval.

Reviewed by the Curriculum Planning Committee November 2022

Approved by the Corporation on 22 December 2022