

QTL Committee Improvement Plan 2023-24

	Action	Owner	Date Due
Strengths			
Set and monitor robust KPIs	A new set of KPIs were introduced, which, although informed by last year's data (where available), by sector averages, and by Ofsted's expectations for certain indicators, ultimately reflected our ambitions for the College and our students. The Committee will continue to monitor these KPIs closely at each meeting, and at the start of inter-meeting calls (when appropriate). ¹	QTL Committee	Ongoing
Inter-meeting calls used to focus on one key area	The Committee will continue to use the inter-meeting calls to focus on one key area – for example, new/changing types of provision and weaker areas – so that members have the knowledge they need to monitor them closely and effectively going forward. ²	QTL committee	Ongoing
Focus on supporting and challenging underperforming areas of the College, and those delivering new or very different types of provision	<p>The Committee will continue to closely monitor apprenticeships, T-Levels, A-Levels, and the School of Art.</p> <p>The focus on student attendance and English and maths must continue, consistent with the College's own approach, and governors should seek out all means to understand the issues and the effectiveness of the College's efforts to improve them.³</p>	QTL Committee	Ongoing

Areas for Improvement			
	Action	Owner	Date Due
¹ Committee members and the executive team need to review and revise (if necessary) the data that's shared at meetings	Committee members need to clarify their expectations around the in-year data they require to effectively monitor the KPIs – and, more broadly, understand the College's performance. And, where possible, the relevant Executive Directors need to ensure that this information is made available to the Committee in a way that's accessible and timely.	Chair, QTL Committee and Executive Directors	September 2023
² Key points of the learner journey to be identified to ensure that the available information is shared with the Committee – and carefully scrutinised – as soon as possible	Inter-meeting calls were introduced to allow the Committee to better follow the learner journey. As the Committee now uses those calls to focus on one key area, it's important that the relevant information is still shared and scrutinised – either at meetings or by email.	Chair, Executive Directors and Clerk	September 2023
Committee members must develop their understanding of – and carefully scrutinise – safeguarding, SEND and additional learning support at the College	The Executive Director for Student Experience will regularly update the Committee on SEND and additional learning support, and the Committee will get a Safeguarding update at every meeting.	Chair, Vice-Chair and Executive Director for Student Experience	Ongoing
Committee members to carry out an informal or Link visit every term	To verify what they're being told during inter-meeting calls and at meetings, to get a feel for the College and to hear what students and staff have to say in their own words, Committee members will carry out an informal or Link visit every term and report this to the Clerk.	QTL Committee	Ongoing
Governors to understand better the needs of the local employers	This topic is a major one for the Governing Body as a whole, also in the context of national initiatives in the FE sector. However, QTL has a particular role to play in understanding better the <u>destinations of the College's students</u> (workplace, further training, apprenticeships, or higher education) and should support and challenge the College leadership to collect, analyse and ultimately use much improved data.	QTL Committee and all Governors	Ongoing

	<p>The College & Board annually monitors the Meeting Local Need lead by Exec J Mawby, alongside the Accountability Statement lead by C Hare. This will become part of the annual cycle of College and Board business.</p>	<p>Exec/Governing Body</p>	<p>Annually (June)</p>
<p>³ Committee members to note and share with the committee any innovations they see during informal/Link visits – and to encourage innovation, especially in underperforming areas</p>	<p>It's important that underperforming areas adopt best practice and try new things, and that Committee members encourage this, share what they see and celebrate any innovation that leads to improvements.</p>	<p>QTL Committee</p>	<p>Ongoing</p>

Approved