

BOARD OF MANAGEMENT DEVELOPMENT ACTION PLAN



Updated 26.06.19

Key:

A – high priority

B - medium priority

C – low priority

BOARD DEVELOPMENT ACTION PLAN - JUNE 2019 UPDATE

Action Reference No.	Strategic driver	Title	Action	Priority (A,B,C)	Update at June 2019	Who and When	Further actions identified
1	Inspirational and Innovative - Culture of continuous self-evaluation	KPI presentation using Dashboard approach for the Board	Finalise a KPI Dashboard for the Board which ensures that all areas of strategic importance to the College are being effectively monitored & strategic outcome delivered.	A	Revised dashboard and kpi's agreed at Board in February 2018. Now subject to regular review and report to Board twice per annum. Reported to Board in October and December 2018. Board annual effectiveness review indicated further consideration be given to the dashboard and kpi's, and possibly more frequent monitoring	Corporate Development Committee - Next Report to Board in October 2019	Revised dashboard and kpi's regularly monitored with any further review and refinement undertaken as appropriate and in light of agreeing the revised Corporate Plan Further consideration to be given to dashboard and kpi's
2	Committed to our Region	Improve and widen access to Board membership	The College should develop a program (using existing community and community engagement platforms) to reduce any perceived barriers to board membership from communities that are not currently represented.	A	The Short Life Working Group (SLWG) on Board Diversity action plan was approved by the Board at its meeting in October 2018. An update on progress and proposals for future implementation of this plan will be brought to the Board in June 2019	Board to consider report from SLWG and future implementation plans at June 2019 meeting	Board to oversee implementation of action plan developed by SLWG and to consider ways of improving and extending engagement with local communities

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3	Effective Governance	Clear and succinct committee papers	Continue improving quality of committee papers to ensure clear purpose and focus.	B	<p>All papers stored and available on a central system which all board members can access. However, this is not well used and consideration is being given to providing an alternative solution.</p> <p>Board revised the content and structure of Board agendas. . More time has been allowed for consideration of strategic matters and development sessions – feedback from annual effectiveness review indicated that Board members welcomed this.</p>	<p>Chair and Secretary to the Board – update Board</p> <p>June 2019</p>	Continuous development process with more work required on board paper access and volume of papers; briefings between board meetings; balance between strategic and operational content.
4	Developing our Reputation	Visibility of board members to the wider community	Improve visibility of Board and committees to staff and students so that their role is better understood, and the Board members have a clear appreciation of student and staff views.	B	Board members attend college functions; Student President has a standing item on Board agenda to provide student feedback; two members of staff are board members. More and improved information about the Board and what it does will be provided on College website	<p>Board to review progress –</p> <p>June 2019</p>	Further consideration be given to the introduction of an annual calendar of events to show the extent of Board engagement

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5	Effective Governance	Effective monitoring of Sector issues	How Board monitors and keeps abreast of challenges facing the College and the sector	B	Chair and Chief Executive provide update to every Board meeting. Vice Principals report to every Committee meeting. Communication updates are provided between meetings on a range of matters, including local, national and/or sectoral developments that affect Colleges. Consideration to be given to the development of a communications strategy for the Board	Chair and Chief Executive	Invite external input to Board meetings as appropriate To keep this under review
6	Working in Partnership	Building strong relationships with stakeholders	Develop the Board's role in supporting the engagement with stakeholders.	B	College conducted Skills Survey of local employers in March 2018. This attracted responses from over 230 organisations in and around West Region, employing more than 65,000 people. Feedback being used to develop learning programmes and bespoke training packages to meet employers' needs. Feedback from annual effectiveness review indicates that Board members would like more information on how the Board contributes to the West Region	Chair and Chief Executive	Further consideration to be given to contribution Board makes to West Region

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7	Securing our Future	Increase of alternative income flows	Explore opportunities for growth of alternative income.	B	<p>Progressed by relevant committees – mainly CDC</p> <p>CDC considers this at every meeting and reports to Board accordingly</p> <p>December 2018 Board considered progress report and will continue to monitor</p>	Corporate Development Committee – to report on progress in 2018/19 to Board in Dec 2019	
8	Working in Partnership	Building strong ties with Alumni	How does the Board provide leadership to make the most of the College's heritage, and alumni to further develop strategic partnerships with the community and business.	C	<p>The establishment of a College alumni program was investigated.</p> <p>However, in light of the challenging funding situation this matter is currently on hold.</p>	Corporate Development Committee –	Board updated on progress – matter currently on hold

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9	Effective Governance	Each Board member continues to develop skills required for the effective governance of the college	Ensure Board members are made aware of relevant sector development and CPD opportunities. Board 'Strategic Theme' sessions to be built into the annual calendar and/or Board meetings. External input where relevant.	C	<p>All Board members are encouraged to attend relevant development sessions and educational conferences.</p> <p>CDN development programmes are circulated to all Board members and members have signed up for a range of events.</p> <p>A number of development sessions have been held in-house in 2018/19, including sessions on Board Diversity, Workforce Planning and Regional Outcome Agreement. Development sessions for 2019-20 under development. Consideration will be given to offering on-line training modules.</p>	Chair - to review prior to each Board meeting agenda development.	Development programme for 2019-20 to be developed.

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