

## Nominations & Remuneration Committee

Date of Meeting	Friday 13 October 2017
Paper Title	Development Action Plan – Review of Progress
Agenda Item	15
Paper Number	NRC2-K
Responsible Officer	Penny Davis, Board Secretary
Status	Disclosable
Action	For Review and Feedback

### 1. Report Purpose

1.1 To review progress against Development Plan actions for 2017-18.

### 2. Recommendations

2.1. The Committee is invited to **review** progress against the plan and **recommend** further action/report to the Board as appropriate.

### 3. Background

3.1. The Board approved a Development Plan at its meeting on 27 March 2017 for submission to the Funding Council and the Nominations and Remuneration Committee agreed a Development Action Plan at its meeting on 2 May. This paper provides commentary on progress against the agreed list of actions.

3.2. A Development Plan for 2018-19 will be submitted to the SFC by 31 March 2018. This will be informed by the externally validated self-evaluation process and will incorporate relevant items from the current plan to be carried over.

## Board Development Action Plan 2017-18

OBJECTIVE	ACTION		PROGRESS REPORT
<b>Fulfilling statutory obligations in respect of induction, training and development.</b>	1	All Board Members to complete CDN induction.	CDN has now issued the following dates which will be circulated to those Board Members who have yet to complete mandatory induction: <ul style="list-style-type: none"> <li>• 31 October - Stirling</li> <li>• 6 December - Inverness</li> <li>• 28 February – Dundee</li> <li>• 20 April - Glasgow</li> </ul>
	2	Remuneration Committee members to complete CDN online training (other interested Board Members may also complete this training module)	Almost all members have completed the training (one current Member plus new Student member still to complete training).
	3	Audit Committee Chair/Members to participate in CDN-led dedicated sessions	Further information awaited from CDN.
	4	Senior Independent Member to participate in CDN-led dedicated sessions	Further information awaited from CDN.
<b>Address new requirements in relation to diversity succession planning.</b>	5	Nominations & Remuneration Committee agree succession plan and recruitment guidelines.	To be progressed at 5 October meeting.
<b>Determining the strategic vision for the region:</b>  <i>Provide Board Members with opportunities to develop their</i>	6	Participate in the GCRB Board process to agree a regional strategy for college education and the identification of priorities for 2017/18, supported by a programme of presentations to Board meetings (and Committees where	Cross-college board strategy group meetings on 16 February and 4 May. Stakeholder event to launch strategy to take place on 30 October with external speakers. Presentation on Community Strategy to Board on 4 September

<p><i>knowledge of regional stakeholder needs and other relevant environmental scanning information.</i></p> <p><i>Provide opportunities to participate in the development and monitoring of regional strategies.</i></p> <p><b>Communicating the purpose of GCRB with internal and external stakeholders:</b></p> <p><i>Identify and promote opportunities to engage with external stakeholders.</i></p> <p><i>Provide opportunities to participate in the development and monitoring of a regional communication strategy.</i></p>		<p>relevant) by external speakers.</p>	<p>by representative of Planning Partnership. Presentation to Board on 22 May on role and work of Student Associations.</p>
	7	Provide Board with information about relevant college and external events sufficiently in advance	Ongoing
	8	Circulate Colleges Scotland policy briefings and provide summary or supporting information as appropriate.	Ongoing
	9	Identify other sources of regional business intelligence which may be helpful to Board or specific committees.	New Chair's briefing to be introduced will provide appropriate channel for promoting relevant news, research or publications.
	11	Hold 'all boards' event.	Event to be planned for 2018.
	12	Develop Strategic Memorandum with colleges which promotes effective communication channels and interaction.	Memorandum developed in consultation with Chairs and Principals endorsed by GCRB on 4 September and circulated to College Boards.
	13	Ensure effective performance monitoring system in place to provide clear line of sight to performance against key indicators.	GCRB utilises SFC's national performance framework with further additional regional specific measures identified relevant to area of focus. Review of performance monitoring relative to strategic ambitions to be considered within planned internal audit review of corporate planning.
	14	Use Board strategy sessions to focus on priority areas and invite external presenters/facilitators as appropriate.	2017-18 Strategy session dates still to be confirmed.

<p><b>Ensuring that decisions on funding are based on robust evidence and that funds are used economically, efficiently and effectively:</b></p> <p><i>Provide opportunities to develop knowledge of college funding and related finance information.</i></p> <p><i>Provide opportunities to participate in the development and monitoring of regional funding and efficiency related strategies.</i></p>	15	Hold training session(s) on the funding model, regulatory requirements, and college finances.	Date and content of finance/funding session still to be confirmed.
<p><b>Developing the Board's effectiveness as a team</b></p>	16	Hold externally facilitated session on respective roles, governance styles and collective responsibility.	Strategy/development session date in 2018 to be confirmed.
<p><b>Meeting individual members' development needs and aspirations</b></p>	17	Provide opportunities to learn about the work of different committees.	New student members advised of opportunity to attend committees as part of induction.
	18	Identify opportunities to meet with staff or students or attend relevant college events to learn about aspects of college business or the student experience.	Presentation to 4 September Board on innovation and tour of COGC Riverside Campus and further opportunities to be offered over course of academic year.
	19	Seek opportunities for members to attend relevant external events in areas of interest.	Attendance by Chair of N&R at Equality Challenge Unit session on diversifying governing bodies and unconscious bias.

<b>Developing Inter-Board relationships</b>	20	Identify opportunities for shared induction and development including under actions 1, 3, 4 and 15 above.	<p>Ongoing.</p> <p>Inter-Board Audit Workshop held on 5 May.</p>
	21	<p>Identify opportunities for joint working of committees, building on current arrangements for Audit Committees to meet re internal audit planning.</p> <p>Plus see actions 10 and 11 above.</p>	

#### **4. Risk Analysis**

- 4.1** There are risks associated with non-compliance with the statutory requirements to which the paper refers, therefore the report seeks to mitigate *GCRB Risk 0012: There is a breach of legislation/ guidance/code of practice and this results in a failure of governance.*

#### **5. Legal Implications**

- 5.1.** There are no direct legal implications.

#### **6. Resource Implications**

- 6.1.** There are no new financial implications arising from this paper. Any training or event costs would be managed within GCRB's budget.

#### **7. Strategic Plan Implications**

- 7.1.** Several Development Plan objectives are directed towards improved regional communications and working arrangements which would support effective delivery of the regional strategic ambitions.