

REGIONAL BOARD REPORT

Subject: Board Enhancement Plan 2019/20	Purpose: For Approval <input checked="" type="checkbox"/> For Discussion <input type="checkbox"/> For Information <input type="checkbox"/>
Prepared by: Ingrid Earp, Secretary to the Board	Date: 5 Feb 2020
Purpose: To provide a working document for Board enhancement for the academic year 2019/20.	
Linked to Strategic Goal 5: Build Sustainability.	
Executive Summary: Following the undertaking of the self-evaluation questionnaire by Board members, items for action have been identified. The overall response was very positive which is welcome, with few answers scoring the lower rankings. This does not mean there are no areas for improvement and where the responses are already high the onus is to maintain and sustain the level of governance and compliance already achieved. Based on the responses to the survey the following areas require attention from the Board in 2018-19. The numbers refer to the action plan. <ol style="list-style-type: none"> 1. Vision and Strategy <ol style="list-style-type: none"> a. The Board undertakes regular strategic reviews/scenario planning. 2. Accountability and Delegation: Risk and Audit <ol style="list-style-type: none"> a. The Board has in place an effective risk management strategy. 3. Remuneration, Sustainability and Staff Governance <ol style="list-style-type: none"> a. There is a formal process for setting the Principal's remuneration. b. The Board prioritises the fair and effective management of staff. <p>Areas which scored well but which should none the less be on the Board's agenda for continuing high standards are:</p> <p>Corporate Social Responsibility, Student Engagement, Learning and Teaching/Student Support and Post Holder Effectiveness.</p>	
Recommendation: Board discusses and approves if no amendments to be made.	
Previous Committee Approvals:	
For publication <input checked="" type="checkbox"/>	For publication with redactions <input type="checkbox"/>
Not for publication <input type="checkbox"/>	

BOARD ENHANCEMENT PLAN (2019-20)

	Area for Development	Impact	Actions to be taken	Responsibility	Current Update (Feb 2020)
1a	The Board undertakes regular strategic reviews/scenario planning.	Board has regular input to College strategic plan and regular two way dialogue between Board and College is established.	<p>Agree a timeline for undertaking reviews.</p> <p>Dedicate time for scenario planning away from regular meetings to allow focus on specific items.</p> <p>Organise a planning day at least once per year with clear agenda agreed beforehand. Consider use of facilitator to ensure maximum effectiveness of the day.</p>	<p>Chair/Secretary</p> <p>Chair/Secretary</p> <p>Secretary</p>	<p>Already in place. Planning day 10 February 2020.</p> <p>Requirement to get another in diaries, particularly with strategic review and June deadline.</p>
2a	The Board has in place an effective risk management strategy.	<p>Ensure a greater understanding of risk, mitigation and risk appetite.</p> <p>Consistent understanding across the Board.</p>	<p>Ensure there is opportunity for the Board to review the College Risk Register and provide feedback on the items listed and the scoring given to them.</p> <p>Consider undertaking a risk appetite workshop if one has not been carried out for a number of years.</p> <p>Clarify if the session explaining the structure and purpose of the risk register has happened and if notes are available as back up.</p>	<p>Chair/Secretary</p> <p>Audit Committee</p> <p>Secretary</p>	<p>June 2019 Further discussion at committees and the Board has resulted in an agreement to a more streamlined format of risk register, and a specific board session to allow time to review and renew the strategic risk register (date to be agreed).</p> <p>Feb 2020 Date still to be agreed. Change proposed to Audit Committee ToR to make explicit the role of the Committee re risk management and the College risk management strategy.</p>

	Area for Development	Impact	Actions to be taken	Responsibility	Current Update (Feb 2020)
3a	There is a formal process for setting the Principal's remuneration.	Clear understanding across the Board with regards to their remit in this area.	Establish what the current process is, circulate this and review if felt necessary.	Secretary	There are ToR for those on the Remuneration Committee.
3b	The Board prioritises the fair and effective management of staff.	Clear understanding across the Board with regards to their remit in this area.	Review wording of this item and consider whether to amend or remove in next self-evaluation.	Secretary	

Items carried forward from previous enhancement plan

	Area for Development	Impact	Actions to be taken	Responsibility	Current Update (Feb 2020)
A	Further direct involvement of Board members with students.	Enhanced understanding of student issues.	<p>Board members to be given more opportunities for direct involvement with students (informally), perhaps attend lecture/workshop?</p> <p>More presentations from students on matters important to them.</p> <p>Work with Students' Association to improve succession planning for class representatives.</p>	Curriculum & Quality Committee	<p>Oct 2019 Ongoing and carried forward</p> <p>Feb 2020 Board members have the Learning for Leadership programme to facilitate engagement with students in a particular subject area.</p>
B	Understanding implications of charitable status.	Governance compliance.	Consider charitable duties/implications when reviewing College policies.	Board	Item will be added to a Board agenda annually to remind members of their responsibilities in this area.

	Area for Development	Impact	Actions to be taken	Responsibility	Current Update (Feb 2020)
C	Continue to develop a broader base for Board membership to help ensure an appropriate balance of skills and experience to enable effective discharge of duties and responsibilities.	Maximum effectiveness of the Board in all aspects of its role and enhanced Board diversity.	<p>Attract members from those sections of the community currently underrepresented on the Board (link in with earlier development plan).</p> <p>Approach local groups, publicise the work of the Board, benefits of being a Board member.</p> <p>Set up short-life working group of the Board to explore how to increase Board diversity.</p>	Nominations Committee/ Secretary	<p>June 2019 Proposed to seek Board members to join the Nominations Committee to form a short life working group.</p> <p>Feb 2020 Small group meeting prior to Board planning day as kick-off meeting.</p>