

## Board of Management

### Finance & Physical Resources Committee

<b>Date of Meeting</b>	<b>Wednesday 21 October 2018</b>
<b>Paper No.</b>	<b>FPRC2-J</b>
<b>Agenda Item</b>	<b>12</b>
<b>Subject of Paper</b>	<b>Systems Integration Strategy: Outturn Report 17-18</b>
<b>FOISA Status</b>	<b>Disclosable</b>
<b>Primary Contact</b>	<b>Stuart Thompson, VP Corporate Services Paul Clark; College Secretary/Planning</b>
<b>Date of production</b>	<b>October 2018</b>
<b>Action</b>	<b>For Discussion and Decision</b>

#### 1. Recommendations

1. To review and endorse the report for consideration by the Board of Management, subject to any agreed changes.

## **2. Purpose of Report**

2.1 The purpose of this paper is to provide the Committee with an opportunity to review the Systems Integration Strategy Initiative Outturns Report for 2017-18, and provide development direction as appropriate.

## **3. Strategic Context and Key Points**

3.1 In 2017, the College developed and approved five Supporting Strategies to deliver the 2017-25 College Strategic Plan thus:

- Student Experience
- People and Culture
- Corporate Development
- Systems Integration
- Sustainability

Each strategy is owned by a member of the Executive Leadership Team.

3.2 These strategies were aligned with the College priorities, and mapped against the strategic aims within the College Strategic Plan, as a crucial element of the College's planning framework.

3.3 Each Supporting Strategy includes a set of initiatives developed by the Strategy owners in collaboration with the Performance Director and guidance for EFQM . The initiatives include a range of actions (with owners), with benchmarks, measures, and targets set against a yearly target to 2020. It is these yearly targets that enable the Board and its Committees to monitor the progress of strategy delivery over the longer term.

3.4 The Supporting Strategies therefore provide line of sight from Strategy to Delivery, and the Outturns Reports help to inform the Board as to the required strategic focus and further action to ensure successful delivery.

3.5 The Performance Remuneration and Nominations Committee agreed (in May 2018) an initial set of outturns targets relating to each of the supporting strategies, to be reviewed by the Board in October 2018.

3.6 At its Planning Day on 10 October 2018, the Board of Management agreed that the outturns reports from each of the strategies be reviewed by each Committee in turn, according to their areas of responsibility, and the governance of strategy proposals approved by the Board in February 2018.

#### **4. Impact and Implications**

4.1 The effective delivery of strategy is a primary function of the Board of Management, and the executive leadership of the College, with clear implications in terms of potential impact upon College students and staff, as well as the College's wider reputation.

4.2 All five supporting strategies have a potential strategic impact upon the College and the achievement of all eight strategic priorities. This includes matters relating to the student experience, attainment, financial sustainability, development, legal compliance, assurance in governance, and the range of systems and processes required across the College to deliver these strategic imperatives.

#### **Appendix:**

Systems Integration Strategy: Outturns Report 2017-18

College Supporting Strategies: Outturns vs Targets to 2020

Systems Integration Strategy						Delivery Pathway			
College Initiative	Initiative Outcome	Measure Description	Target to 2020	2017-18 Outturn;	RAG	2017-18	2018-19	2019-20	2020
Core Business Systems	Effective deployment and usage of College systems College systems College systems	Stakeholder Engagement Strategy	<ul style="list-style-type: none"> <li>Complete Stakeholder Engagement 2017-18 (Completed)</li> <li>Action Report Findings by 2019</li> </ul>	Stakeholder engagement completed	Green	Green			
		Federated Access and Authorisation Deployment	Initial Evaluation by 2017-18	Evaluation completed, working group being formed to assess findings and implement	Green	Green			
		Staff posts/roles mapped to system roles and security access lists	<ul style="list-style-type: none"> <li>iTrent Implementation: Evaluate leadership change requirements by 2017-18</li> <li>Wider systems implementation (2018-19)</li> <li>Full Implementation</li> </ul>	Support for iTrent implementation completed, Ongoing revision and realignment to progress in support of new structures.	Green	Green			

			(2020)						
		Primary data sources identified and data mapped to appropriate systems	Data Sources assessed, identified, and integrated.	Data sources identified, planned external consultancy to assist and advise on systems integration approach on hold, objective under review.					
<b>IT Standards and Governance</b>	Secure and ethical implementation of the highest standards of information governance	Capability Assessment Approved and Initiated	Complete by 2017-18 (Completed)	Capability assessment completed					
		Planning and Training Programme Delivery	Complete by Sept 2018	Basic training programme delivered, advanced level training for managers ongoing into November due to availability and operational demands. No dependencies at risk.					
		Service Improvement Plan Delivered	Programme Delivery Deliver by January 2019	Target start of June 2018, development delayed due to operational demand at start of session, remedy in place to meet target.					
		Pilot Implementation	Commence by January 2019 (Contingency to Aug						

			'19)						
		Proposals for ISO Accreditation	Starts August 2019						
		IT Compliance Register specification and development	Portal to present content by October 2018	Content identified, initial specification completed.					
<b>Process Integration and Improvement</b>	Integrated key business processes aligned with College systems	Key strategic projects* identified, prioritised and project plans created.	Projects identified, requirements spec. (2017-18) Project plans complete (18-19)	Project specifications 80% completed, delayed due to staffing resources and operational demands.					
		Development and deployment of identified projects	Systems Development and Implementation Delivery and Enhancement	Implementation of projects 30% completed, delayed due to staffing resources and operational demands.					
		Develop Agile Project Management capability and processes	Pilot agile methods within software development (2017-18).	Planned external consultancy to assist with full transition to Agile PM on hold, objective under review. Staff feedback has been reviewed for processes					

				improvements.					
		Develop staff to deliver Agile Project Management and improved business analysis capability.	Training and Awareness cost proposals (2017-18) Wider practitioner certification (2018-19)	Training and certification for 3x staff in business analysis. Agile PM methods still require wider adoption.					
		Systems Development change requests	Project Mandate / Development Request process established, reporting on current workbook to FPRC (2017-18).	Completed					