

## Board of Management Development Summary: 2019 - 2020

CDN Development Framework	Topic	Delivery
<b>Knowledge of the external environment</b>	<ol style="list-style-type: none"> <li>1. College Governance Portal</li> <li>2. Regional Board Strategic Plan</li> <li>3. Policy Context</li> <li>4. Strategic Environmental Analysis</li> <li>5. Charity Trustee responsibilities</li> <li>6. College's Code of Conduct</li> <li>7. Code of Good Governance</li> <li>8. Legal Responsibilities (Corp Parenting)</li> <li>9. Safeguarding/PVG</li> <li>10. Prevent Policy (Revision)</li> <li>11. Strategic Scenario Planning</li> </ol>	<ol style="list-style-type: none"> <li>1. Email updates; 19-20 session; 1,2,3,4, – BoM Planning events - Oct 2019; Feb 2020.</li> <li>5, 6,7 covered at planning event Oct 2019, and ongoing.</li> <li>8. Following 23/2/17 CP session to BoM, updates to SS&amp;Eq Committee - ongoing</li> <li>9. Policy monitored by SSEq Committee</li> <li>10. Policy approved– 9/5/18; Board revision due by June 2020)</li> <li>11. Board Planning Days; Finance scenarios reviewed at FPRC.</li> </ol>
<b>Board member skills</b>	<ol style="list-style-type: none"> <li>1. Scrutiny and constructive challenge Skills Analysis</li> <li>2. Committee observation and participation</li> <li>3. Use of Admincontrol Board doc management</li> <li>4. Revise Board Evaluation Proforma in line with Code of Good Governance 2016 and rollout.</li> </ol>	<ol style="list-style-type: none"> <li>1. Induction sessions; Ongoing</li> <li>2. Ongoing</li> <li>3. Development sessions arranged on request; induction sessions for all new Board members.</li> <li>4. April-June 2019; Internal Audit of Governance 2020.</li> </ol>
<b>Organisational knowledge</b>	<ol style="list-style-type: none"> <li>1. Committee Schedules of Work and Committee Annual Reports (further review of Audit ToRs in 2020)</li> <li>2. Campus/department tours</li> <li>3. Student/staff meetings and events</li> <li>4. College Financial position/Value for Money</li> <li>5. College Out-turns Review referenced to Strategic Plan</li> <li>6. Strategic Risk Management</li> <li>7. Strategic Review of progress</li> <li>8. Board member links with Faculty/Department</li> <li>9. Student Partnership/My Voice</li> <li>10. International/Commercial Developments</li> <li>11. College Performance Dashboard</li> <li>12. STEM &amp; Innovation at CoGC</li> </ol>	<ol style="list-style-type: none"> <li>1. First cycle of meetings 2019-20 (Audit Comm 2020).</li> <li>2. Ongoing</li> <li>3. Student Exhibitions and Board members by arrangement with senior staff</li> <li>4. BoM Planning Days; FPRC.</li> <li>5. October 2019, Feb 2020 Board planning events.</li> <li>6. Risk Management Policy revised (14/11/18 – Audit Cttee.); Board Planning event Oct 2019; all Risk MAPs revised and updated – 19-20 quarterly cycle.</li> <li>7. Oct 2019; Feb 2020</li> <li>8. 2019-20 ongoing</li> </ol>

		<p>9. Updates via Students, S&amp;Eq Committee; CitySA Board presentations, Oct 2019, Feb 2020.</p> <p>10, 11, 12. Development Committee, L&amp;TC, and BoM Planning Days</p>
<p><b>Team working</b></p>	<ol style="list-style-type: none"> <li>1. Opportunity to explain own background and skills to board</li> <li>2. Networking/team building opportunities with other board members</li> <li>3. One to one meeting with board chair after six months to discuss progress and establish on-going training plan</li> <li>4. One to one mentoring/support from nominated board member</li> <li>5. Electronic paper circulation</li> <li>6. Open Disclosure</li> </ol>	<ol style="list-style-type: none"> <li>1. Board Planning and Development event, Oct 2019; Ongoing</li> <li>2. Oct 2019; Feb 2020 and other Board social events, e.g. Burns Night, 50<sup>th</sup> Anniversary dinner Oct 2019; Graduation Dinners;</li> <li>3. Ongoing;</li> <li>4. Informal arrangements via College Secretary and between Board members.</li> <li>5. Admincontrol induction and development sessions – August 2019 and one-to-one as required: ongoing staff support.</li> <li>6. Disclosability is a standing item on all meetings 2019-20</li> </ol>

References: CDN Board Development Framework; Audit and Assurance Handbook 2028(Scottish Govt); CoGC Board of Management Self-evaluation 2018, 2019; External Review of Governance (CoGC), 2017.