

## Nominations & Remuneration Committee

Date of Meeting	12 March 2020
Paper Title	Development Action Plan – Review of Progress
Agenda Item	11
Paper Number	NRC3-G
Responsible Officer	Penny Davis, Board Secretary
Status	Disclosable
Action	For Review and Feedback

### 1. Report Purpose

- 1.1 To review progress against Development Plan agreed by the Board in March 2019.

### 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 Nominations and Remuneration Committee is responsible for monitoring progress in relation to Development Plan objectives and receives progress reports throughout the year.
- 3.2. The following report provides commentary on progress against the agreed list of actions.
- 3.3. This is the final progress report to the Committee against the 2019-20 Development Plan, and a final summary report on annual progress against the plan will be presented to the Board on 30 March 2020.
- 3.4. The Board will also consider the draft Development Plan 2020-21. Suggested priorities for that plan are provided below for the Committee's consideration and feedback.

### 4. Progress Report/

**Glasgow Colleges Regional Board**

**DEVELOPMENT ACTION PLAN PROGRESS REPORT - OCTOBER 2019**

AREA FOR DEVELOPMENT/RECOMMENDATIONS	ACTION	PROGRESS REPORT
<p>A.1 Board Members who have not already completed CDN-led induction training will complete this during 2019-20.</p>	<p>a. Monitor availability of CDN sessions during 2019-20. Promote to any Members who have yet to attend.</p>	<p>Members were earlier alerted to the following Board Induction sessions. A reminder will be issued.</p> <p>04.03.20 Forth Valley College            31.03.20 UHI, Inverness            06.05.20 Dundee &amp; Angus College            20.05.20 Kelvin College            27.05.20 Kelvin College</p>
<p>A.2 Committee-specific induction will be enhanced for all new members to include a briefing session led by the Committee Chair and an appropriate member of the Executive Team, to ensure that new members are as well prepared as they may be to engage in the work of a committee from the outset.</p>	<p>a. Introduce enhanced committee induction for new member(s) joining during 2019-20 and any existing member joining a new committee.</p>	<p>Complete for 2019. NRC Committee induction for new Student Member to take place on 12 March 2020.</p>
<p>A.3 Opportunities for CDN-led training for Audit Committee Chairs, Senior Independent Members and other specific groups will continue to be monitored and Members of GCRB will participate as appropriate.</p>	<p>a. Monitor availability of training and alert members to relevant sessions.</p> <p>b. Create easily accessible calendar, including events, on new BoardPacks platform.</p>	<p>No further CDN sessions have been announced at this stage.</p> <p>BoardEffect is now operational and being used for event notification. The 2020-21 Board Calendar is being drafted and will be made available on BoardEffect once approved.</p>
<p>A.4 The Nominations and Remuneration Committee will continue to develop its role to</p>	<p>a. NRC to review diversity succession plan at October 2019 meeting.</p>	<p>Complete.</p>

oversee implementation of the Board's Diversity Succession Plan in relation to the Board skills matrix and the recruitment of new members.	b. NRC to review effectiveness of revised skills matrix at October meeting.	Complete.
B.1 The Board will place particular emphasis in its 2019-20 strategy session(s) on strengthening its shared strategic vision for the region.	a. Ensure 2019 strategy event includes focus on vision. b. Ensure effective Board engagement in strategic curriculum review.	Complete.  Ongoing. First-stage report on skills alignment presented to January 2020 Board.
B.2 Opportunities will continue to be provided during 2019-20 for Board Members to develop their knowledge of regional stakeholder needs and the external environment, including through the established programme of pre-Board presentations.	a. Ensure relevant programme of external visitors/presentations/ events during 2019-20.	Board received Kelvin College presentation on Climate Change initiatives at January 2020 meeting. Draft schedule prepared for future meetings.
C.1 The role of Board Members as ambassadors for GCRB and the region will be developed with the support of effective communications materials.	a. Develop communication material(s) and provide training, if appropriate, to board members.	Complete/Ongoing.
D.1 There will be an emphasis on optimising the benefits of the new online board information system to ensure that Board Members have ready access to relevant reports and information and are not overloaded with additional material "for information" at meetings.	a. Ensure effective implementation of online board papers system, including training.	Complete.
E.1 Arrangements for student reporting at Board meetings (and, where relevant, committee meetings) will be strengthened.	a. Introduce more indepth GCRB induction for incoming Student Members (and Chair of GCRSE).	Complete.

	<p>b. Continue arrangements introduced in 2018 to brief Student Members prior to Board and Committee meetings.</p> <p>c. Agree with students relevant programme of student reports to Board over the course of the year.</p>	<p>Commitment given to Student Members to provide this support.</p> <p>In progress; Students have agreed to provide report to each Board meeting.</p>
<p>F.1 During 2019-20, the Board will seek to build on the initial work undertaken in 2018 to develop its effectiveness as a team by enhancing its understanding of the respective roles, skills and perspectives of its members and how it functions as a collective decision-making body.</p>	<p>a. Identify next steps and undertake further team-focused development.</p> <p>b. Monitor availability of relevant CDN training further to Scottish Government decision on the provision of team-focused induction, and alert members to any opportunities.</p>	<p>In progress; Standards Commission presentation/discussion scheduled for 9 January postponed to later this academic year, date to be confirmed.</p> <p>GCRB/Glasgow region invited to act as pilot for new CDN training module. Dates/details still to be confirmed.</p>
<p>G.1 Having introduced development objective-setting for Board Members in the 2018 individual evaluation sessions, the 2019 sessions will provide an opportunity to review progress and consider (through the Chair's feedback to the Nominations and Remuneration Committee) other areas for development highlighted by Members that may not be included in this Plan.</p>	<p>a. Incorporate Chair's feedback from 2019 individual evaluations into development action planning for 2019-20.</p> <p>Three actions arising from feedback were agreed:</p> <ul style="list-style-type: none"> <li>To provide opportunities for Board Members to observe meetings of committees on which they do not serve to</li> </ul>	<p>Complete</p> <p>To be progressed.</p>

	<p>broaden their understanding of GCRB's business.</p> <ul style="list-style-type: none"> <li>• To explore opportunities for board members to observe meetings of key external groups, for example, Colleges Scotland or Good Governance Steering Group.</li> <li>• To explore opportunities for informal networking between Board Members</li> </ul>	<p>To be progressed.</p> <p>Ongoing; Festive event held in January.</p>
<p>H.1 The Board will build on the success of the two inter-board events held during 2019-20, identifying areas of common interest and providing further opportunities to meet with assigned College Board Members and Regional Leads, discuss the issues facing the Glasgow Region, and develop collaborative approaches.</p>	<ol style="list-style-type: none"> <li>a. Hold joint boards event in Autumn 2019, including if possible follow-up to September 2018 event.</li> <li>b. Continue to progress arrangements for joint committee activity with college boards.</li> <li>c. Identify opportunities for Regional Leads to engage with/present to GCRB committees/board.</li> </ol>	<p>January regional skills alignment event deferred to a later date. Planning of schedule of Regional Conversations now in progress to which all Boards will be invited.</p> <p>Ongoing.</p> <p>Climate change presentation took place in January (see B.2.a); Schedule of presentations to Board to be agreed.</p>



## **5. Risk Analysis**

- 5.1** There are risks associated with non-compliance with statutory requirements to which the paper refers.

## **6. Legal Implications**

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

## **7. Resource Implications**

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

## **8. Equalities Implications**

- 8.1.** There are no new equalities implications arising from this report.

## **9. Strategic Implications**

- 9.1.** Several Development Plan objectives are directed towards improved regional communications and working arrangements which would support effective negotiation and delivery of the Regional Outcome Agreement

