

Board of Management Board Development Plan 2016-17

Code of Good Governance Criteria	Development required	Timescale/ Progress / Achieved
LEADERSHIP & STRATEGY	Keep strategy under review as events change	<p>Continuous</p> <p>Vision 2020, the college's strategic plan for 2015-2020 is in place. The Mission Statement and the six Strategic Outcomes should be reviewed regularly. The Chair and Principal agreed at a meeting in June 2016, the following performance objectives for 2016-17:</p> <ul style="list-style-type: none"> • Progress Vision 2020 • Delivery of Regional Outcome Agreement (ROA) • Education Scotland Review Action Plan • Review of Executive Team Roles and Responsibilities • Effective Board Engagement • Stranraer Campus Strategy • Professional and Personal Development <p>The Chair reported to the Board in January 2017, following an interim review meeting with the Principal, that good progress is being made in all areas. The Principal considers that she is clear on strategic objectives and priorities, and considers that she receives good support and constructive challenge from the Board. Another interim review meeting is planned to take place in March 2017 and a final meeting in June/July 2017.</p>
	Keep stakeholders under review	<p>Continuous</p> <p>This combines with the development 'communication and keeping Stakeholders fully updated'. The college has good recognition and communication with Stakeholders and this should be continued. In particular developing a continuing relationship between the Board and the Student Association (SA).</p> <p>Regular meetings between the Chair and Principal and Stakeholders are noted in reports to the Board. The Chair is a member of the Developing Young Workforce (DYW) Regional Board, and Community Planning Partnership (CPP). The Principal chairs the Dumfries and Galloway (D&G) Employability Partnership. The Chair met in August 2016 with the new SA President and they have regular meetings.</p>

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		<p>A Strategic/Regional Outcome Agreement (ROA) day was held on 15.11.2016 with two significant stakeholders present, DYW Regional Board Chair and the Local Authority Education Directorate.</p> <p>High level contacts have been established at Napier and Herriot Watt universities to discuss and move forward potential articulation projects.</p> <p>The Chair undertook a presentation at the Community Planning Partnership Strategic Board on employability and DYW.</p>
	Keep key messages up to date	<p>Continuous</p> <p>The Chair sends our sector key messages to all Board Members (BMs) for their use when acting as college ambassadors and when engaging with stakeholders. There is regular communication and meetings by the Principal and Chair direct with stakeholders, ie. MSPs, Scottish Enterprise, D&G Council, DYW Chair, SA and Chamber of Commerce. The Principal and Chair both incorporate key messages in regular Board Reports.</p>
	Ensure effective use of Student Members of the Board	<p>Continuous</p> <p>This is evidenced by the election of two student members onto the Board of Management. The Board is to encourage on-going input from the Student Members. The President of the SA (Dumfries) produced and presented a very comprehensive report at the Board Meetings on 04.10.2016 and 06.12.2016.</p> <p>Finances have been approved to support the work of the SA and to provide paid posts for members. The Chair and Vice Chair have met with the new SA President and the Board Secretary has undertaken Induction Training with the SA President. Basic Induction training for the Vice President (Stranraer) has been carried out with the Secretary to the Board to finalise the second part of the training.</p> <p>The President of the SA is working in partnership with Wallace Hall Academy in piloting an ambassadorial role with promoting the College to P7s and Secondary school students at the school.</p>

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		<p>The President of the SA's involvement with the College's Open Doors Event on 29.11.2016.</p> <p>The President of the SA organised events to bring together the two campuses, e.g. December 2016 Sports Event, attended by the Chair.</p>
ACCOUNTABILITY	Build Local Area Committee/Local Authority (LA) engagement - (D&G Council)	<p>The Chair has held meetings with Wigtown Area Committee and with the Chair of Stewartry Area Committee. Chair to continue progressing.</p> <p>The Chair attends Local Authority events eg: in early December attending the Council's Broadband and Connectivity Seminar.</p> <p>The Chair regularly meets with Councillors.</p>
	Harness skills of Board Members and own contacts more	<p>The Chair, through one to one assessments with BMs over the summer will discuss and evaluate their current skills base and discuss whether this is being fully utilised. The Chair has further ascertained from BMs through their assessments if they want to develop further skills through their appointment on the Board. This was reported and discussed at the Board Development Committee Meeting on 18.10.2016.</p> <p>Common themes from the one-to-one assessments to be developed further at the Board Development Day on 24.01.2017.</p> <p>Barry Graham is enhancing links with individual schools and Head Teachers.</p> <p>Pat Kirby is increasing engagement with the arts and culture sector.</p> <p>Karen McGahan and the Chair will engage with the construction industry employer's group.</p> <p>Janet Brennan has links with heritage and attended, with the Chair, the HES local conference.</p>
	How to make staff more aware of the Board e.g. presentation to staff	<p>This combines with the development 'Alternative to board links'?</p> <p>A new Staff day is to be arranged. The Principal and the Chair to progress this.</p> <p>Encourage a greater number of BMs onto the Learning and Teaching (L&T) Committee to develop links with staff and to have regular presentations by staff at L&T Committee Meetings.</p>

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BOARD EFFECTIVENESS	Communication would help with clarity of roles e.g. SA	This combines with the development 'Ensure make use of student member'. Encourage the SA to participate widely within the Board Meetings and Committee Meetings. SA President information forwarded to all BMs in early September with resume which was well received.
	Board role re Student Association	Combine with 'Ensure make use of student member'. The Chair has discussed this with the SA President. The SA President will bring more detailed reports to the Board Meetings and tie in to class representative functions. Comprehensive Reports given by the President of the SA on 04.10.2016 and 06.12.2016, at the Board Meetings including full update on improving the links with the class reps. Updates are provided from the President of the SA on the Partnership Agreement, Development Plan and Evaluation Plan.
	Alternative to board links?	Systems in place to enable Chair to be informed of staff events, so he has the opportunity to attend and meet with staff as well as encourage other members of the Board to do so. The Board will further encourage staff participation at the relevant meetings and committees. The Chair is discussing with the Principal, Secretary to the Board and the Chair of the L&T Committee, an amendment to the structure of L&T activities. This to enable involvement of all board members, the objective is to make the full board more aware of faculty activities to assist them in their ambassadorial roles. This was approved at the L&T Committee Meeting in December 2016 and to go to the Board Development Committee at its next meeting.
	Recruitment of Board Members with vocational backgrounds. Seek more diversity?	The Board will review, on a regular on-going basis, the skills and diversity of the Board. The recruitment process for 3 new BMs commenced in September 2016, with interviews being conducted on 10 th /11 th January 2017. A Skills Audit of non-executive Board Members was completed. The Board Development Committee discussed skills and diversity of the current board highlighting any voids at its meetings on 20.09.2016 and 18.10.2016. The Board Development Day in January 2017 will contain a Board Diversity and Equalities Session.

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		The Chair met with the Chair and Secretary of the Multi-cultural Association in November 2016 and is arranging a date for them to attend at the College.
INDIVIDUAL EFFECTIVENESS	Board members to undertake Equality and Diversity training	<p>At the Board Meeting on 4th October 2016, the HR department gave a presentation on equality and diversity. The College's on-line training programme includes an hour Equality and Diversity module, which is to be completed by all Board Member by 31st January 2017. A certificate on completion is produced. Further updates, information and training will be given to Board Members at the Board Development Event on 24.01.2017.</p> <p>Board Members have attended the College Development Network (CDN) Board Induction Course and the CDN Governance Conference in Glasgow.</p>