

Board of Management Committee Action Log as at August 2022

Date	Agenda Item Number	Action	Person/s Responsible	Comments	Date Due	Date Completed	Status of Action
13/12/2021	7	Annual Report and Financial Statements - NOT IN THE PUBLIC DOMAIN M Allison and R Ashton to meet in the new year to consider the proposal for a 'deep dive' into the College profile figures at a future meeting of the Learning and Teaching Committee.	Chair of Learning & Teaching Committee and Vice Principal Curriculum & Quality Enhancement		01/08/22	13/07/22	Completed
13/12/2021	8	College Strategy 2022-2027 The Chair, Principal and the Secretary to the Board of Management to meet to consider a development session for Board members on the College proposed Strategic Framework and College Scorecard.	Chair of the Board, Principal and Secretary to the Board	Power Bi Development Update & how future developments would assist Board members to monitor delivery of Strategic Priorities was presented as an introduction to the Framework and Scorecard concept at Board Development Event held on 19 January 2022. Paper / Report - Supporting College Strategy 2022-27 - Strategic Framework, Metrics & Priority Mapping (Ref: EFER Action/GAP 08) Presented to BoM on 14 March 2022. Strategic Priority Mapping and Strategi Performance Metrics now embedded within the new Strategic Framework 2022-27. Further BoM development session to be considered, aligned with other BoM activities and date set by 29/08/22 BoM meeting.	Date for BoM Development Session is 6 December 2022, prior to the Board dinner.		Live

14/03/2022	6a	Chair's Report The Chair, Secretary to the Board and Governance and Executive Support Manager to confirm a new earlier date for the Board Development Session as discussed and confirm a date for a Board Dinner week commencing 23 May 2022, updating the Board calendar as appropriate.	Chair, Secretary to the Board and Governance and Executive Support Manager	The Board Development Event has been scheduled to go ahead on 27 June 2022. In addition the Board dinner scheduled to be held on 25 May 2022 had to be cancelled due to industrial action by EIS/FELA. This will be re-arranged for session 2022/23.	06/12/22		Live
14/03/2022	11	Supporting College Strategy 2022-2027 Strategic Framework, Metrics and Priority Mapping (Ref EFER Action / GAP 08) - NOT IN THE PUBLIC DOMAIN Development session for Board Members on the use of new tools to support College Strategy to be arranged when appropriate.	Chair and Principal.	Further BoM development session to be considered, aligned with other BoM activities and date set by 29/08/22 BoM meeting	Date for BoM Development Session is 6 December 2022, prior to the Board dinner.		Live
14/03/2022	12	Progress Against Strategic Plan 2020-23 and Transformation & Renewal Plan 2020-23 Mid Year Review AY 2021-22 - NOT IN PUBLIC DOMAIN Directors of Curriculum/Director of Business Development to draft a report or presentation on employer engagement for the June 2022 Board meeting.	Directors of Curriculum/Director of Business Development	A presentation will be delivered at the first Board meeting held in academic session 2022/23.	29/08/22	29/08/22	Completed

04/05/2022	9 LTC	Education Scotland Progress Visit Education Scotland Presentation to be given at the Board of Management meeting in August. (guest speaker - Ian Beach HMle). Presentation on the ES Progress Visits that took place in early May.	Vice Principal Curriculum and Quality Enhancement	A presentation will be delivered at the first Board meeting held in academic session 2022/23.	29/08/22	29/08/22	Completed
13/06/2022	11	Fees Policy – Session 2022-23 the Fees Policy will, going forward, be considered by the Finance and Resources Committee, not the Board of Management, unless there is a material or substantial change.	Vice Principal Operations	The Policy, Strategy and Framework Schedule has been updated to reflect the agreed change.	27/06/22	27/06/22	Completed
13/06/2022	12	Risk Register and Risk Register Review Audit and Risk Committee to review the risk associated with the level of funding available from the SG and SFC to the College as part of their 'deep dive' schedule.	Vice Principal Operations - Audit & Risk Committee		Session 2022/23		Live
13/06/2022	27	Alternative Sources of Information The Principal agreed to add the contact details for the EIS/FELA and Unison Branches to the report.	Principal and Governance & Executive Support Manager.	The report was updated and circulated to Board Members.	29/08/22	29/08/22	Completed