

## Board of Management Action List

## Item 05bi

Meeting Date	Agenda Item Number	Action	Person/s Responsible	Comments	Date Due	Date Completed	Status of Action
07/06/2021	10	Chair and Principal to consider ways in which Board members could have further engagement with the Strategic Priorities prior to the October Board meeting	Chair and Principal		07/10/21		Live
07/06/2021	8 (g)	R Ashton to organise Bower BI demonstration at future Board meeting	R Ashton	Added to Board Development Event	19/01/22		Live
07/06/2021	9	Executive to produce a briefing note on FA funding for Board members	Executive	Added to the Board Agenda	13/12/21		Live
07/06/2021	12	J Evans to present a revised Financial Strategy to the Board of Management at their meeting in December 2021	J Evans	Added to the Board Agenda	13/12/21		Live
30/08/2021	5	Board and Standing Committee Action Log	Director of Corporate Services and Governance & Executive Support Manager.	Action Log produced for Board and Standing Committees, will be updated accordingly - Ongoing	04/10/21	04/10/21	Completed
30/08/2021	7	Revised Learning and Teaching Assessment Strategy to the Board of Management, for approval, to the 7 October 2021 meeting	Vice Principal Curriculum and Quality Enhancement.		07/10/21	07/10/21	Completed
30/08/2021	8b	Update on the Draft Strategy to the 7 October 2021 Board	Principal		07/10/21	07/10/21	Completed
30/08/2021	8b	Update on the Transformation and Renewal Plan to the 7 October 2021 Board meeting	Principal		07/10/21	07/10/21	Completed
30/08/2021	9	Revised draft Risk Management Process to the Board of Management, for approval, on 13 December 2021	Vice Principal Operations		13/12/21		Live
30/08/2021	9	Board Workshop on Risk	Vice Principal Operations		17/11/21	17/11/21	Completed
30/08/2021	10	Update FFR report for members consideration and approval to the 7 October 2021 Board meeting	Vice Principal Operations		07/10/21	07/10/21	Completed
30/08/2021	12	Produce a report on the CDN reports on EFER and the role of the Governance Professional for the 13 December 2021 Board meeting	Chair of the Board, Secretary to the Board and Director of Corporate Services		13/12/21		Live
30/08/2021	14	Contact GCRB, on behalf of Board members, regarding the non-disclosure status of the report	Chair of the Board	The Chair advised at the Board meeting held on 7/10/21 that he had contacted GCRB - the report remains non-disclosable	TBC	07/10/21	Completed
30/08/2021	15	Review of Performance of Chair of Board of Management - share the report with Chair of GCRB	Clerk / Secretary to the Board		TBC	01/09/21	Completed
07/10/2021	6a	Board Development Event in January 2022, the Chair to consider a face to face or online meeting and confirm to members – Chair of Board of Management	Chair of the Board		19/01/22		Live
07/10/2021	6b	Share the student COP26 publication with members of the Board of Management	Principal	This was circulated to Board members, by email on 29/10/21	29/10/21	29/10/21	Completed
07/10/2021	6b	The Chair of the Board to write to J Hepburn Minister for Higher Education and Further Education, Youth Employment and Training, on behalf of Board members re. their concerns regarding the guidance provided – Chair of the Board of Management	Chair of the Board	This correspondence was not sent and Board members informed by the Chair, by email on 14/10/21.	14/10/21	14/10/21	Completed
07/10/2021	9	Financial Forecast Return - Review the figures and content contained in the document and uploaded the updated report to the Board Portal area for members to review – Vice Principal Operations	Vice Principal Operations		19/10/21	19/10/21	Completed
07/10/2021	13	Upload the College Strategy 2021/26 when it had been updated prior to consultation for members to view and provided feedback – Principal and Governance and Executive Support Manager	Principal and Governance and Executive Support Manager		When updates available / post consultation events		Live
07/10/2021	15	SFC Review Phase 3 report - Provide update, if available, to the December 2021 meeting of the Board of Management – Principal.	Principal		13/12/21		Live
07/10/2021	18	Share the Processes and practices of governing in colleges of further education in the UK: Uncovering the complexities of governing report with Board members – Chair of the Board of Management	Chair of the Board	Link to the document circulated to Board members	20/10/21	20/10/21	Completed