

West Lothian College

BOARD DEVELOPMENT PLAN 1 AUGUST 2020 - 31 JULY 2021, REVIEW OF MEETING AND SUPPORTING PAPERS

No.	Action	Planned delivery	When /how delivered:
Increased organisational knowledge; improved transparency & visibility; ensuring the learner voice is central to decision making			
1.1	Continue to share news about work of the board through Principal's update	Ongoing	Principal's weekly updates to all staff
1.2	Board participation in college events	Ongoing	AL/SC/SS participating in November staff conference EM offered to engage with College Leadership Team
1.3	Board members engaging with college staff and/or students	Ongoing	Principal has invited Board members to submit short video/audio clips on relevant topics to share with staff Board members to contact the Principal
1.4	Strategic session on the student experience in an emergency years	Planned for June 2021 board meeting	

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Increased strategic overview			
2.1	Review of curriculum plan for 2021-22 and key performance indicators 2019-20	December 2020 board meeting	Presentation from vice principals
2.2	Strategic away day for board members to be organised to discuss the ongoing SFC review	Planned for January 2021	
2.3	Risk Workshop to be held	Arranged for May 2021 – postponed from September 2020 due to COVID19 restrictions	
2.4	Strategic session on financial planning, workforce of the future and working practices	Planned for March 2021 board meeting	
2.5	Strategic session on 5-year estates strategy and business case to remain a discrete entity	Planned for June 2021 board meeting	
Best practice in governance			
3.1	Strategic risks now monitored by each committee in line with remit with full oversight by Audit Committee		

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No.	Action	Planned delivery	When /how delivered:
3.2	Provide information on Board member responsibilities to register and declare interests (2 year cycle).	Standards Commission information included in Board Secretary Report	
3.3	Keep in view the need to bring in / retain private sector non-execs; continue to raise issue with Scottish Government as appropriate	Recruitment exercise October 2020	
Improved Board Diversity			
4.2	Highlight importance of improving Board diversity in recruitment material	Board recruitment October 2020	
4.3	Identify specific options to target vacancies including to organisations, groups & individuals	Board recruitment October 2020	
Continuous Improvement			
5.3	Maintain Board Development Plan as live document following discussion and input at Board and other meetings	Ongoing	
5.4	Committee Self-evaluations	June 2021	