

Board of Directors



Agenda for Wednesday 27 March 2024

Strategic Session will commence at 1000 followed by a comfort break and lunch from 1230 to 1315, with tea/coffee available from 0930

Board Meeting will commence at 1315 and conclude at 1515

Venue: The Partnership Centre, Ayrshire College, Kilmarnock Campus, Hill Street, Kilmarnock KA1 3HY

Agenda

Item No.	Item	Information/ Paper No.	Speaker
1.	Strategic Session (Non-Disclosure) <ul style="list-style-type: none"> Welcome and highlights The strategic vision. Reflections and actions one year on and future plans Comfort break <ul style="list-style-type: none"> Facilitated Board Workshop – Maintaining our Momentum 	Verbal Presentation Presentation	<i>Ken Thomson Marie and SLT Ken Thomson</i>
1230	<i>Lunch</i>		<i>Ken Thomson</i>
2.	Declaration of Interests	Verbal	<i>Ken Thomson</i>
3.	Welcome and Apologies	Verbal	<i>Ken Thomson</i>
4.	For Discussion/Agreement		
4.1	Minutes of Last Meeting		
4.1.1	<ul style="list-style-type: none"> 12 December 2023 Minutes Minutes of Extraordinary Meeting (Feb 2024) 	CDN/270324/1 CDN/270324/1a	<i>Ken Thomson Ken Thomson</i>
4.1.2	<ul style="list-style-type: none"> Rolling Action Points Matters Arising 	Paper Verbal	<i>Ken Thomson Ken Thomson</i>
5.	Standing Items		
5.1	<ul style="list-style-type: none"> Chair's Report 	Verbal	<i>Ken Thomson</i>
5.2	<ul style="list-style-type: none"> CEO's Report 	CDN/270324/2	<i>Marie Hendry</i>
6.	For Discussion/Approval		
6.1	Strategic Dashboard	CDN/270324/3	<i>Vicky Underwood /Gordon Hunt</i>
6.2	Articles of Association	CDN/270324/4	<i>Marie Hendry</i>
6.3	CDN Fellows/Hall of Fame	CDN/270324/5	<i>Marie Hendry</i>
6.4	Finance Update	CDN/270324/6	<i>Marie Hendry</i>
6.5	Risk Register	CDN/270324/7	<i>Marie Hendry</i>
7.	AOCB	Verbal	<i>Ken Thomson</i>
8.	Date of Next Meeting <ul style="list-style-type: none"> Wednesday 29 May from 1400 to 1600 (online) 	Verbal	<i>Ken Thomson</i>

**Minute of College Development Network Strategic Session and Board of Directors Meeting
Wednesday 27 March 2024, Ayrshire College (Kilmarnock Campus)**

Present

Ken Thomson (KT) (Chair)	Marie Hendry (MH)
Julia Belgutay (JB) (<i>Online</i>)	Stella McManus (SMcM)
Angela Cox (AC)	Colin McMurray (CMcM)
Gillian Croan (GC)	

In Attendance

Gordon Hunt (GH)	Victoria Underwood (VU)
Marian McMorland (MM)	

Apologies

Sam Stirling (SS)	Kimberly Williams (KW)
-------------------	------------------------

The Board undertook a confidential strategic session between 1000 and 1230 with the Board Meeting taking place between 1315 and 1515.

1. Board Meeting

1.1 Welcome and apologies

KT welcomed everyone and attendance was noted as above.

2. Declaration of Interests

Agenda Item: 2 | Paper No: Verbal | Lead: KT

There were no updates to the declarations of interest.

3. Welcome and Apologies

Agenda Item: 3 | Paper No: Verbal | Lead: KT

The Chair welcomed everyone, and attendance was noted as above.

4. For Discussion/Agreement

4.1 Agenda Item 4 | Paper No: CDN/270324/1 | Minutes of Last Meetings | Lead: KT

The minutes of the meetings held on 12 December 2023 and 13 February 2024 were approved as a true and accurate record. [REDACTED]

4.1.1 Agenda Item 4 | Paper No: CDN/270324 | Rolling Action Points | Lead: KT

The Board noted the rolling action points and verbal updates which included the Risk Appetite session moving to Autumn 2024 and being held in person.

4.1.2 Agenda Item 4 | Paper No: Verbal | Matters Arising | Lead: KT

There were no matters arising.

5. Standing Items

5.1 Agenda Item: 5 | Paper No: Verbal | Lead: KT (Chair's Report)

KT provided a verbal update which included an overview of:

- Discussions with SFC.
- Attendance at and discussions during the Association of Colleges Four Nations College Alliance Conference.
- Positive Discussions with Colleges Scotland's CEO and Chair.
- Meeting with Scottish Government.

5.2 Agenda Item: 5 | Paper No: CDN/270324/2 | Lead: MH (CEO's Report)

MH provided a brief overview of the CEO's Report which the Board noted. MH provided the Board with an update on discussions with SFC regarding CDN's funding and the review which SFC will undertake. The Board were advised that CDN will take out another year's membership of the World Federation of Colleges and Polytechnics in order to maximise the opportunities to share international best-practice with the sector. The Board discussed the report.

6. Items for Discussion/Approval

6.1 Agenda Item: 6 | Paper No: CDN/270324/3 | Lead: VU/GH (Strategic Dashboard)

VU opened a discussion on the Strategic Dashboard by highlighting the work achieved by CDN during a period of re-structure and in particular mentioned: Curriculum ideation work with colleges; Thinking creatively to reimagine the curriculum has been received positively by the sector and is a potential area of growth for CDN. Our work relating to Equality Diversity and Inclusion, to ensure it is embedded throughout the curriculum, is an area of work where impact is becoming more visible. GH provided an overview of the Governance pilots which have taken place relating to Governing in High Stakes. Feedback has been positive, and these courses will be repackaged and offered to the sector as part of our revised College Governance Programme. GH highlighted the pilot, which is currently underway at Ayrshire College, which is another area of work, which if proven worthwhile, will be offered to the sector. A discussion took place in relation to how best the level of engagement with colleges and sectoral agencies can be captured in the Strategic Dashboard. The Dashboard will be further developed and provided to the Board, as agreed, at the September 2024 meeting.

Decision

- Key areas to be highlighted to the Board during the meeting to be included in the Cover Sheet.
- Dashboard to be updated as discussed and presented at the September 2024 Board Meeting.

Decision:

- A skills exercise to be undertaken prior to advertising the vacancy on the Board. KT indicated he will also use the Board Evaluation exercise to help identify skill needs for the Board.

8. Date of Next Meeting

The next meeting will take place online on Wednesday 29 May 2024.

Signed _____

Date _____