

## **The Lanarkshire Board: Board meeting 2 October 2017**

### **Board self-evaluation 2017/18**

“The Board must keep its effectiveness under annual review and have in place a robust self evaluation process. There should also be an externally facilitated evaluation of its effectiveness every three to five years.” *Extract from the Code of Good Governance for Scotland’s Colleges*

### **Background**

An evaluation of The Lanarkshire Board’s effectiveness was carried out in 2015/16 and submitted to SFC at the end of March 2017. This evaluation comprised a number of steps:

- Individual Board member evaluation through 1:1 meetings with the Chair from which development requests were gathered;
- Board self-evaluation: a comprehensive 9-part questionnaire was circulated to Board members from which suggestions for improvements in Board operational procedures could be collated and put into the Board Development Plan;
- An evaluation of the Chair by the Chair of another Region. Separately the Chair has also been assessed by the Scottish Government;
- An external evaluation of the Board’s processes by SFC to satisfy their requirements to award The Lanarkshire Board the status of Regional Fundable Body;
- A report by Jan Polley, Consultant, following the Board Strategic events in January 2016 and 2017, in which she was able to assess the positive development and progress of the Board since its inception in October 2014.

To date no feedback has been received from SFC on the adequacy of the 2015/16 evaluation, however following several requests, informal indications are positive.

### **Issues**

#### **1:1 meetings**

1. In accordance with the requirements of the Code of Good Governance for Scotland’s Colleges a self-evaluation of the Board over the period 2017/18 is being planned with a view to initiating in the next few weeks the 1:1 meetings with the Chair and development of Personal Development Plans.
2. It is intended, as far as possible, to hold these sessions around Board and Board Committee meetings or, if this is not suitable, at Board members’ convenience.
3. Prior to these meetings, Board members will receive forms which will outline the format of the discussions. It would be helpful if these forms could be completed in advance of the meeting and a copy provided to the Chair. Further information will follow.

#### **Evaluation of Chairs of Committees**

4. The Chair is also tasked to evaluate the effectiveness of the Board Committee Chairs. To streamline this process the 1:1 meetings will encompass this element for the individuals concerned and the pre-meeting forms adapted appropriately.
5. Committee members will also be asked to contribute their views.

### **Chairs' evaluation**

6. Arrangements will shortly be put in place for the Chair's evaluation to be undertaken by the Senior Independent Board member and further information provided to him on this.

### **Board effectiveness**

7. Plans are in development for a collective Board discussion reviewing:
  - a. the Board's shared understanding of good governance taking into account the basic duties of a board and the requirements of the Code of Good Governance;
  - b. A review of performance over the last 12 months against what the Board has agreed it sees as good governance;
  - c. An assessment of any changes (external or internal to the Board) likely to impact on the Board over the next 12 months;
  - d. The Board's strengths over the previous 12 months and its intended areas for development during the coming year with an agreed Board Development Plan identifying areas of training or development for the Board as a whole.
8. The annual Statement of Compliance with Good Governance includes a short description of the Board's most recent self-evaluation including main areas for intended self-development.

### **Board Development Plan**

A copy of the current Board Development Plan devised from the 2016/17 evaluation is **attached**.

### **Board action**

1. Board members are asked to:
  - a. advise any development needs so that these can be scheduled over 2017/18.
  - b. contribute to the forthcoming Board evaluation to enable The Lanarkshire Board to meet the requirements of the Code of Good Governance for Scotland's Colleges.

20 September 2017