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FINANCE & RESOURCES COMMITTEE

30 November 2023

Committee Self-Evaluation Outcomes

1.0 PURPOSE OF PAPER
For discussion

1.1 The purpose of this paper is to present to the Committee the results of the Committee Self-Evaluation carried out at the end of the previous academic year.

2.0 EXECUTIVE SUMMARY

2.1 Committee self-evaluations were introduced following discussion around the Audit Committee self-evaluation. Board felt that if one Committee undertook the process then the other Committees, and in particular the Finance and Resources and Curriculum, Quality and Student Experience Committees, should also have the opportunity for this self-reflection.

2.2 Three members of the Committee responded to the questionnaire and the scores and comments have been collated and anonymised.

2.3 Half of the statements scored an average score of three with the remaining statements scoring 3.5 or above.

2.4 The Committee composition was relatively new at the time of the questionnaire being carried out and it may be that some of the items highlighted have been resolved as a result of increasing experience of Committee members.

2.5 The comment about timings of meetings in relation to scrutiny and sign off of required documents has been addressed and going forward there will be every effort to align Committees with key submission dates whilst giving Members as much notice as possible of the meeting schedule.

3.0 RECOMMENDATION

3.1 It is recommended the Committee note the results and discuss any actions to be taken.

4.0 IMPLICATIONS AND CONSIDERATIONS

4.1 Financial Implications
There are no direct financial implications from the contents of this report.

4.2 Learner Implications

There are no direct learner implications from the contents of this report.

4.3 Staff Implications

There are no direct staff implications from the contents of this report.

4.4 Equality and Diversity Implications/Equality Impact Assessment

There are no direct equality implications from the contents of this report.

4.5 Sustainability/Environmental Implications

There are no direct sustainability implications from the contents of this report.

5.0 RISK COMMENTARY

5.1 There are a number of implications and risks associated with Board Committees not operating as effectively as they could, not least non-compliance and reputational damage.

6.0 CONCLUSION

6.1 Members are asked to discuss the results and identify areas for improvement.

I Earp, Board Secretary

Previous Board or College Committee Approvals:

None

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Appendix 1

Finance and Resources Committee Self-Assessment Review Results

Self-assessment of the work of the Finance and Resources (F&R) Committee is an important part of the whole College's continuous improvement and quality agenda. The results of this questionnaire will be collated and findings reported to the Board.

Please answer each of the following questions using the rating scale shown.

Strongly disagree 1	Disagree 2	Agree 3	Strongly agree 4	Not sure 5

A	**The Role of Members**	Mem 1	Mem 2	Mem 3	Av Score
1	F&R Committee members clearly understand their roles and responsibilities and the part they play individually in the Committee.	3	3	3	3
2	There is training and mentoring available to help Committee Members fulfil their role.	3	3	3	3
B	**Committee Member Skills and Expertise**				
3	F&R Committee members have the right skills and expertise to enable them to challenge effectively.	3	3	4	3
4	The Chair has the appropriate skills and experience, and encourages open discussion and effective scrutiny.	Blank	3	4	3.5
C	**Behavioural and Operational Aspects of the Committee**				
5	The F&R Committee demonstrates an independent and challenging approach to its role.	3	4	4	3.5
6	Committee business is adequately reported to the College Regional Board both following each meeting and in an annual report.	3	4	4	3.5

D	**Information and Support**				
7	F&R Committee members receive reports that are comprehensive but concise and tailored to their needs, and the information they receive robust and objective.	3	3	4	3
8	All papers are circulated sufficiently in advance (and none tabled) and distributed in sufficient time for members to give them due consideration, and papers make it clear to Committee members what they are being asked to do or agree.	2	4	4	3
E	**Activities and Functions**				
9	The Finance and Resources Committee considers reports and recommendations relevant to their Terms of Reference and their Terms of Reference are clear and encompassing of the role of the Committee.	3	4	4	3.5
10	The Committee has an adequate and clear role in the review and compliance with all relevant legal and regulatory matters pertinent to their business.	3	4	4	3.5
F	**Review of Committee Effectiveness**				
11	The F&R Committee assess its performance and effectiveness on a regular basis.	5	3	2	3
12	The Committee is aware of its role in terms of compliance, reporting and legislation.	5	4	3	4

If you have answered not sure or disagree to any statement, please provide a short explanation as to why to assist in finding a way forward to improve the Committee's performance.

Comment - In relation to papers there have been some struggles around the timing of the Committee e.g. MMR / Budget but Kirsty reviewing this to avoid issues in the future.

Comment - I disagreed with the question 11 because we've not held an assessment of our performance since I joined the committee. Not because we've not wanted to,

but probably because we had no idea it was something we could do. So, this is something we could incorporate into our group in the future.

Please use this space if you would like to provide any further comments.

Not sure the Committee has the opportunity to collectively assess its performance maybe need to put an annual agenda slot in for Committee & Ingrid to meet without officers at the end of a meeting.

Not sure we’re clear in terms of the legislation – but maybe just phrasing.