

Board of Management Development Committee

Date of Meeting	8 May 2024
Paper No.	DC3-B
Agenda Item	3.3
Subject of Paper	Committee Schedule of Business 2024-25
FOISA Status	Disclosable
Primary Contact	Drew McGowan Associate Director of Governance and Risk
Date of production	29 April 2024
Action	For Discussion and Decision

1. Recommendations

- 1.1. To review and approve the Schedule of Business for the 2024-25 academic year.

2. Purpose

- 2.1. To provide the Committee with an overview of planned business and papers for the forthcoming academic year and, subject to discussion and feedback, approve the schedule of business.

3. Consultation

- 3.1. In preparing the enclosed Schedule of Business for the Committee, the Associate Director of Governance and Risk has consulted the Convener and all colleagues who are scheduled to provide reports to the Committee.

4. Key Insights

- 4.1. The Schedule of Business helps the Board and the Committee plan and prioritise its work and the reports and presentations members will consider throughout the year. By standing items and specific meeting dates, the document confirms the subject, lead, report type and action required.
- 4.2. While the Schedule of Business outlines anticipated and planned activity for the year, members should note and be assured that this schedule will remain adaptable to emergent issues and business within the remit of the Committee as necessary.

5. Impact and Implications

- 5.1. Having in place an agreed Schedule of Business helps balance the necessary activity and approvals of the Committee over the course of the academic year, ensures Board members are aware of expected business and supports the College's officers to prepare reports within the required timescales.

Appendices:

Appendix 1: Schedule of Business AY 2024-25

Schedule of Business AY 2024-25
Development Committee of the Board of Management

Item	Report	Tabled For	Tabled By
Standing Items			
Commercial & International Performance Report	Paper	Discussion/Decision	C Gethin
CGI Ltd Activity Report	Paper	Discussion/Decision	R Gardner
Estates Masterplan Progress Report	Paper	Discussion/Decision	A Dickson
Presentation: TBC	Verbal	Discussion/Decision	TBC
Thursday 24 October 2023			
Committee Annual Report	Paper	Approval	D McGowan
Strategic Risk Review	Paper	Discussion/Decision	D McGowan
Thursday 6 February 2024			
Corporate Development Strategy Delivery Report	Paper	Discussion/Decision	R Gardner
Thursday 8 May 2024			
Committee Schedule of Business	Paper	Approval	D McGowan
Committee Terms of Reference Review	Paper	Discussion/Decision	D McGowan
Strategic Risk Review	Paper	Discussion/Decision	D McGowan
International Travel Annual Report	Paper	Discussion/Decision	R Gardner