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**ORGANISATIONAL DEVELOPMENT COMMITTEE MEETING**


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Date of Meeting	16 MAY 2017
Paper Title	LEARNING AND DEVELOPMENT
Agenda Item	17.26
Responsible Officer	GILLIAN CRANKSHAW, ORGANISATIONAL DEVELOPMENT MANAGER
Status	DISCLOSABLE
Action	FOR NOTING

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## 1 INTRODUCTION

- 1.1 This report will provide an update on the Management Development Programme from January – April 2017 and the Internal Audit that was carried out in January on Staff Development.

## 2 MANAGEMENT DEVELOPMENT PROGRAMME

- 2.1 The Management Development Programme ‘Exceptional Leaders’ has delivered a number of facilitated sessions, online courses, webinars and external training providers.

### 2.2 Programme Content

- 2.2.1 The programme has been split into 6 categories; College Awareness, Compliance, Finance, Leadership, Legal and Skills and by the end of this academic year training will have been offered in each of these areas. Details of content are attached at appendix 1
- 2.2.2 On completion of the programme in June attendance figures will be collated to confirm staff have attended all sessions relevant to their job role. Attendance figures have been good so far and there seems to be a better understanding of the requirement for managers to continue to develop their skills and knowledge.
- 2.2.3 Initial evaluation of all completed sessions have been carried out and a second evaluation will be sent to all delegates in six months to assess how the learning has been put into practice.
- 2.2.4 The programme to date has been focussed on operational skills. We will review the programme in July, however, our intention is to focus on leadership skills and behaviours in the first part of the new academic year.

## 3 INTERNAL AUDIT

**3.1** An Internal Audit was carried out on Staff Development in January 2017. The audit is attached at appendix 2.

**3.2** An action plan has been drawn up for implementation of the recommendations.

**4 RISK ANALYSIS**

There are no risks associated with this paper.

**5 LEGAL IMPLICATIONS**

There are no legal implications associated with this paper.

**6 FINANCIAL IMPLICATIONS**

There are no financial implications associated with this paper.

**7 REGIONAL OUTCOME AGREEMENT IMPLICATIONS**

N/A

**8 HAS AN EQUALITY IMPACT ASSESSMENT BEEN CARRIED OUT**

N/A