



Council Action Tracker

Purpose

- 1 This paper provides the Council Action Tracker which summarises the agreed actions from the previous Council Board meetings and any subsequent action, outcome and result.
- 2 This is focused on specific elements that call for further action, discussion or change with the following conditions:
 - Advice that has been actioned and reported on will be removed.
 - 'Ongoing' actions will remain on the Tracker for a six month period to ensure that the action is embedded, then a final assessment will be provided prior to removal of that item from the Tracker.

Recommendations

- 3 The Council is invited to note the Council Action Tracker and the progress with outcomes and results from the agreed points from previous Council Board meetings.

Financial implications

- 4 There are no direct financial implications associated with this paper.

Publication

- 5 This paper will be published on the Council website following the meeting.

Further information

- 6 Contact: Martin Fairbairn, Secretary to the Council (direct line: 0131 313 6524, email: mfairbairn@sfc.ac.uk), or Sheila Meehan, Clerk to the Council (direct line: 0131 313 6619, email: smeehan@sfc.ac.uk).

Date	Agenda item	Action Agreed	Update	Timeline	Responsible
10 June 2016	16/63 Corporate Governance (SFC/16/43)	<ul style="list-style-type: none"> • Stakeholder engagement: Increase Board engagement with major public bodies. 	<p>Investigate the potential for joint Board meetings or ‘Big Room’ meetings. (On hold pending Phase 2 of Enterprise & Skills Review.)</p> <p>August 2017: Superseded by actions arising from 2017 corporate governance review.</p>	May 2017	Martin Fairbairn
26 August 2016	16/82 Teaching Excellence Framework and the Quality Enhancement Framework (SFC/16/57)	The Council agreed to endorse SFC’s approach to the development of TEF and QEF.	Council executive will continue to consider the impacts of TEF and QEF and mitigate any negative effects, where possible. Updates will be provided within the Chief Executive’s reports and Performance Reports. A paper on university quality arrangements will be provided at the August 2017 Council meeting.	August 2017	Michael Cross
27 October 2016	16/118 International Engagement (SFC/16/86)	The Council agreed that RKEC would take forward the progression of the strategy along the lines noted above.	Because the E+S review phase 2 will have implications for universities, colleges and SFC, we will delay a further discussion at RKEC until September at the earliest, agenda space permitting.	November 2017	Stuart Fancey

Date	Agenda item	Action Agreed	Update	Timeline	Responsible
27 October 2016	16/121 SFC's role and responsibilities with regard to governance in the college and university sectors (SFC/16/89)	[] × 1 paragraph	[] × 1 paragraph	February 2017	Martin Fairbairn
16 December 2016	16/136 SFC's Performance Report (SFC/16/99)	[] × 1 paragraph	[] × 1 paragraph	October 2017	Lorna MacDonald
16 December 2016	16/142 College Innovation (SFC/16/103)	The Council agreed that, following consideration by the Research and Knowledge Exchange Committee and the Skills Committee, an update on activity and progress in college innovation be brought to the November 2017 Council meeting.	This item was on the long term agenda for November 2017, but has now been brought forward to the August Council board meeting.	August 2017	Stuart Fancey
27 January 2017	17/17 SFC's Framework Document with Scottish Government (SFC/17/11)	The Council agreed to delegate authority to the Chair and Chief Executive to agree and finalise the document with the Scottish Government.	[] × 1 paragraph	March 2017	Martin Fairbairn

Date	Agenda item	Action Agreed	Update	Timeline	Responsible
27 January 2017	17/18 Risk-based approach to the monitoring of governance and financial health of colleges (SFC/17/12)	[] × 1 paragraph	[] × 1 paragraph	August 2017	Michael Cross/ Lorna MacDonald
17 March 2017	17/27 Action tracker (SFC/17/16)	The Council agreed that an addition be made to the action tracker as follows: <ul style="list-style-type: none"> • Council agreed that, if there were any available funds in year, the University Innovation Fund would be prioritised for an increase of funding. 	There is no capacity to address this at present – the Academic Year commences on 1 August. This will be continually kept under review as we progress through the year.	Ongoing	Lorna MacDonald
23 June 2017	17/53 Overview of Scottish Government Higher Education policy issues	The Council agreed that Sheila Rowan, the Chief Scientific Adviser, would be invited to a future meeting.		March 2018	Martin Fairbairn
23 June 2017	17/56 Minutes of the 17 March 2017 meeting (SFC/17/Min02)	The Council considered the minute of the 17 March 2017 meeting and agreed that a typographical error be corrected in advance of publication (presence of one member during specific parts of the meeting).	Complete. The error was corrected and the minute published on the Council website in June.	June 2017	Martin Fairbairn
23 June 2017	17/58 Long-term agenda planning (SFC/17/37)	The Council agreed that an item on national bargaining be added to the long-term agenda in August.	Complete. An item on national bargaining has been added to the agenda for August.	August 2017	Martin Fairbairn

Date	Agenda item	Action Agreed	Update	Timeline	Responsible
23 June 2017	17/59 SFC's Strategic Plan Performance Report (SFC/17/38)	[] x 1 paragraph	[] x 1 paragraph	Autumn 2017	Michael Cross
23 June 2017	17/60 Chief Executive's report (SFC/17/39)	[] x 1 paragraph	[] x 1 paragraph	August 2017	John Kemp/ Michael Cross
23 June 2017	17/61 Remit for 2018-19 Outcome Agreements (SFC/17/40)	The Council agreed to: <ul style="list-style-type: none"> The proposed updates to the guidance, as set out in the paper. Delegate responsibility to the Chief Executive to finalise and issue updated 2018-19 OA guidance to the colleges and universities consistent with the proposals in the paper and taking into account the discussions noted above. 	Ongoing: consistent with discussion and agreement at the June Council, the 2018-19 OA guidance is being finalised to reflect the Minister's 'intensification' priorities.	September 2017	Michael Cross
23 June 2017	17/62 SFC annual report and accounts for 2016-17 (SFC/17/45)	The Council agreed to recommend approval of the: <ul style="list-style-type: none"> Letter of representation to allow the Interim Chief Executive sign it. The accounts for the year ended 31 March 2017, to allow the Interim Chief Executive and Chair to sign them. 	Complete. The Statutory Accounts have been signed off by Audit Scotland.	June 2017	Lorna MacDonald / John Kemp

Date	Agenda item	Action Agreed	Update	Timeline	Responsible
23 June 2017	17/63 SFC's Research Strategy (SFC/17/41)	The Council agreed that the Research Strategy be adopted and published.	Complete. The Research Strategy was published on 28 June 2017.	June 2017	Stuart Fancey
23 June 2017	17/64 SFC's participation in the Research Excellence Framework (SFC/17/42)	The Council agreed : <ul style="list-style-type: none"> • That SFC should participate in REF 2021 subject to agreement across the four UK higher education funding bodies on the final structure of the exercise. • That they endorsed the direction of travel on areas requiring further consultation and development. • That authority be delegated to the Interim Chief Executive to agree the final structure on behalf of SFC. • In principle to SFC's financial contribution to the running of REF 2021, subject to appropriate and final due-diligence on the estimated costs. 	The development of the REF2021 by the four UK HE funding bodies is underway and decisions on the structure will be announced, in stages, from the autumn, influenced by further consultation with the sector.	Ongoing	Stuart Fancey
23 June 2017	17/65 The Innovation Centre programme: Phase Two (SFC/17/43)	The Council agreed to endorse the plans for a more strategic and aligned approach to phase two of the Innovation Centre programme.	The agreed approach is being implemented in partnership with Scottish Enterprise and HIE in the first instance, with strong support from Scottish Government.	Ongoing	Stuart Fancey
23 June 2017	17/66 Use of delegated authority	Following discussion on the Use of delegated authority report the Council agreed that future iterations of the paper would include more	The additional detail requested will be included in the delegated authority papers going forward.	September 2017	Lorna MacDonald

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	(SFC/17/44)	detail, including the extent of Scottish Government specific priority.	The paper is presented to the Board on a quarterly basis and the next iteration will go to the September 2017 Council Board meeting.		
23 June 2017	17/67 Council Governance (SFC/17/46)	<p>The Council agreed:</p> <ul style="list-style-type: none"> • To remove the requirement on all committees to produce annual reports. (The Audit and Compliance Committee would still be required to do so.) • To the amendments noted in the paper to the Standing Orders of the committees. • That thought be given to the creation of a Learning and Teaching (Learning Enhancement) Committee, taking into account resource implications. 	<ul style="list-style-type: none"> • Complete, committees will complete annual self-evaluations but only the Audit and Compliance Committee will produce an annual report for presentation to the Board. • Complete. The Council website has been updated. • The Council executive has begun to work up options for the establishment of a 'Learning and Teaching' Committee. We plan to provide advice to the Council board following appointment of the new Chair. 	<p>June 2017</p> <p>June 2017</p> <p>November 2017</p>	<p>Martin Fairbairn</p> <p>Martin Fairbairn</p> <p>Martin Fairbairn</p>

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		<ul style="list-style-type: none"> That the potential for more time for the Board's consideration of the funding round be investigated. 	<ul style="list-style-type: none"> This will be taken into account in the preparation of the timetable for 2018-19 outcome agreement and funding decisions. 	September 2017	Lorna MacDonald