OPEN UNIVERSITY STUDENTS ASSOCIATION

Central Executive Committee (CEC)
18 July 2020

STRATEGY IMPLEMENTATION UPDATE

The CEC is asked to:-

i) **receive** the updates on strategy implementation

1. Update on Strategy Measures of Success (Key Performance Indicators)

1.1 A prototype/template for the Quarterly Strategy Performance Report has been developed and has been provided to the CEC in a separate discussion paper.

1.2 Feedback on the prototype/template will be collated from the CEC in order to develop the final version of the reporting to be introduced from the start of the 2020-21 academic year.

1.3 The following will be actioned during August/September 2020:
- Agree KPI metric owners
- Agree KPI metric data supply methods and frequencies
- Creation of the central data repository for performance tracking data

1.4 The first live report will be supplied for the CEC meeting in October 2020.

2. Update on Strategy-Specific Projects Implementation

2.1 For reference, a copy of the strategy-specific projects summary is provided in Appendix 1

2.2 **Update on Project 1/Workstream 1A – Membership Research/Analysis**
- The Annual Membership Survey was soft-launched to a representative sample of 30,000 students earlier this year and achieved a response rate of just under 1%.
- The headline results are attached at Appendix 2.
- A full analysis, incorporating qualitative results and interpretation, will be shared with the CEC at the October 2020 meeting.

- This analysis will also be used to support the service review to be carried out under Project 1/Workstream 1B, which is expected to commence at the start of the 2020-21 academic year.
- The first full roll-out of the Annual Membership Survey is being planned for October/November 2020.

2.3 **Update on Project 2 – Individual Representation Feasibility Study**
The feasibility study has been completed and a business case is being developed for a 12 month pilot programme to run during the 2020-21 academic year. The business case is nearing completion and is expected to be formally submitted to the University for funding consideration by the end of July 2020.

2.4 **Update on Project 8 – Stakeholder Analysis & Stakeholder Engagement Plan**
Work is now underway to create the first two areas of the stakeholder map:
- OU stakeholders (to include main campus staff, staff from nations offices and student support centres, Associate Lecturers)
- External stakeholders (to include policy-makers, regulatory and representative bodies, third-sector organisations)
Work will begin on the third area, internal stakeholders, later in the Summer.

2.5 **Update on Project 9/Workstream 9A - Developing, in conjunction with the OU, a shared Code of Practice for academic representation**
A newly established group to support the work on a shared code of practice has met twice, identifying the need for a working group to develop resources to support staff understanding of student representation and voice. The code of practice work is yet to be developed whilst this team establish a better foundation of understanding between the University and Association. A number of actions have been agreed to progress this including a review of committee code of conduct, induction materials for chairs and secretaries and prioritising the improvement of induction for ALL committee members. These items support the findings of both our own representation review and the University's governance review.

2.6 Priorities, timelines and resource plans will be developed later in the Summer for the initiation of further strategy-specific projects.

2.7 The Strategy Projects Delivery Group will be formally initiated during August. The Delivery Group will have oversight of scopes, resourcing and budgets for strategy-specific projects and will be responsible for project assurance and performance management.

2.8 The Delivery Group will contribute to the Quarterly Strategy Performance Report.

3.   Update on Business Planning

3.1 Business plans, which cover business-as-usual activities and non-strategy specific projects, have been developed for the 2020-21 academic year for each business area within the Association. Each business plan is directly linked to the delivery of strategic aims and strategic measures of success.

3.2 These will be activated during August 2020 and will be subject to a formal quarterly review by the Staff Management Team where progress against business plan objectives and activities will be reviewed and recorded.

3.3. The Staff Management Team will contribute to the Quarterly Strategy Performance Report.

3.4 Staff PDSAs (Personal Development Staff Appraisals) have been rescheduled to bring them into alignment with business planning cycles and academic year calendars. Formal annual appraisals will take place during July/August 2020 which will allow personal objective setting for the upcoming 12 month period to be aligned with the objectives in the business plans for each business area.

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