



REGIONAL BOARD

Minute of the meeting of the Regional Board of North East Scotland College held on Wednesday 14 December 2022 at 1000 hours via Microsoft Teams.

Agenda Item	
	<p>Present: David Anderson Carrie Beaton Neil Cowie Susan Elston (Regional Chair) Jim Gifford Nicole Matthews Leona McDermid Andy Rodden (exited meeting for Agenda item 34-22) Drew Russell Gwen Watt David Blackhall Neil McLennan</p> <p>In attendance: Jim Kirkwood, Acting Vice Principal, Finance & Risk Scott Matthew, Acting Vice Principal, Resources & Estates Robin McGregor, Vice Principal, Curriculum & Quality Susan Lawrance, Secretary to the Board Karen Fraser, Minute Secretary</p> <p>Trade Union Observer: Sue Porter, EIS/FELA</p> <p>Guest Attendee: Kimra Donnelly, Director of People Services</p>
	Recording of meeting started at 10:02am
	The newly appointed Regional Chair welcomed all and thanked everyone for their understanding regarding the meeting taking place online due to adverse weather conditions.
24-22	Apologies for Absence Apologies were received in advance from S Ross and B Hutcheson.
25-22	Declaration of any Potential Conflicts of Interest in relation to any Agenda Items A Rodden declared a potential conflict of interest by virtue of his position with ETZ Ltd and Agenda item 34-22. J Kirkwood and S Matthew declared a potential conflict of interest by virtue of their positions with NESCol regarding Agenda item 43-22.

	Members noted A Rodden will be asked to leave the meeting for agenda item 34-22. J Kirkwood and S Matthew will be asked to leave the meeting for Agenda item 43-22.
26-22	Minute of Previous Meeting – 12 October 2022 The Minute was approved as a true and accurate record, subject to an adjustment to the year cited in Agenda item 19-22 as this should read April 2024 and September 2024. Action: Board Secretary to amend.
27-22	Matters Arising from the Previous Meeting Members noted that all matters arising had been addressed.
	Reports to the Board
28-22	Report by the Regional Chair Members noted the Report provided. S Elston expressed thanks to Board members with whom introductory meetings had already taken place, and acknowledged their commitment to Board duties. S Elston also advised Members that bi-monthly meetings of the UoA, RGU and NESCol Chairs will be arranged. Members also noted that subject to Scottish Government approval, it is anticipated that 2 new Board members will be appointed in early 2023.
29-22	Report by the Principal Members noted the verbal summary of the Report provided by the Principal highlighting key items, including the learner engagement group being set up by SFC which both C Beaton and N Matthew have been asked to join. The Principal also highlighted the recent College success at the CDN Awards, and tabled his congratulations to both D Abernethy and his Team and to J Leishman. The Regional Chair requested congratulations be passed on to the award recipients and acknowledged the commendation received by J Leishman.
30-22	Report by Committee Chairs Members noted the Report by the Committee Chairs. D Anderson, as Chair of the Audit and Risk Committee, thanked D Russell for chairing the 30/11/22 meeting and summarised the key points raised, highlighting the recent Audit results and the proposed Strategic Risk Register review. Thanks were expressed by D Anderson to the H&S team for the positive audit and to the Environmental team for the excellent BSI Report. Members noted that specific College financial impacts of the Budget statement may not be known until February 2023. D Russell summarised the key business and the agreed actions from the Joint Audit and Risk and Finance and Resources Committee Meeting held on 30/11/22. As Chair of the Finance and Resources Committee, S Ross drew attention to the planned review of all Terms of References for Board Committees and the Regional Board. On behalf of the Curriculum and Quality Committee, D Russell detailed the key business content.
	Governance Matters
31-22	Committee Membership Update S Elston advised Members of the review made recently by the Governance and Nominations Committee. The proposed changes were shared, noting the Regional Chair has been in contact with affected Members, who also noted the likelihood of further review throughout the academic year in light

	of new Board Members joining and the end of other Board Members' tenures.
	Matters for Decision
32-22	<p>Regional Outcome Agreement AY2022-23 Members were presented with the draft Regional Outcome Agreement for approval and subsequent submission to the SFC. R McGregor outlined the content of this forward-looking document and its' associated timeline. The deadline for tendering was discussed for clarity. Subject to a review of any wording describing the Advanced Manufacturing Skills Hub proposal, members approved the Agreement.</p> <p>Action: Wording regarding Advanced Manufacturing Skills Hub proposal to be reviewed by R McGregor before submission of final RoA.</p>
	Trade Union Observer S Porter joined the meeting at 10:40am
33-22	<p>College Evaluative Report and Enhancement Plan Members were presented with the draft College EREP for final Board review, following its approval at ET on 01/12/22. R McGregor explained the reflective tone of the Report and the discretionary production of the Plan. The higher than national average survey feedback response was commended by D Anderson. A discussion took place on the differences in withdrawal numbers for full time and part time courses, with R McGregor advising that part time is considered to be more "step on/step off" learning. Members agreed the need to also review trend data. Members approved the Report as presented.</p>
	Reserved Items of Business
	Matters for Decision
	In line with Good Governance Board member A Rodden left the meeting at 10:46am whilst members discussed Agenda Item 34-22.
34-22	ETZ Ltd – NESCol Advanced Manufacturing Skills Hub Proposal
	Comfort Break 11:43am – 11:48am
	Board member A Rodden rejoined the meeting at 11:48am
34-22 (cont.)	
35-22	Approval of Financial Statement as at 31/07/22 (including letter of representation)
36-22	Annual Report to the Regional Board by the Audit & Risk Committee
	Matter for Information
37-22	<p>First Impressions Survey Results Members were directed to the Survey Results for information purposes. The SA were thanked for raising student engagement and profile. S Matthew advised the feedback on College wifi connectivity is being addressed with work due to be completed by summer 2023.</p>
38-22	<p>Net Zero and Sustainability Framework for Action update Members noted the information contained within the update.</p>
39-22	<p>Summation of Business Actions and Any Other Business S Lawrance provided a summary of the actions.</p>

	No other business was raised.
	Trade Union Observer S Porter left the meeting at 12:06pm
	Private Reserved Matters for Information
40-22	Financial Savings/Scenario Planning (presentation)
	Guest K Donnelly joined the meeting. N Mathew left the meeting.
41-22	Strategic Risk Register
42-22	National bargaining update
	Acting VP's J Kirkwood and S Mathew left the meeting at 12:40pm
43-22	VP Recruitment Update
44-22	Principal's Performance Management Objectives update
45-22	Summation of Reserved Items of Business Actions S Lawrance provided a summary of the actions from the Reserved Items of Business.
	Recording of meeting ended at 12:44pm Meeting ended at 12:45pm

Agenda Item	Action from Regional Board Meeting of 14.12.22	Responsibility	Deadline
26-22	Minute of previous meeting to be amended (item 19-22)	Board Secretary	Asap – ahead of circulation
32-22	Regional Outcome Agreement – wording regarding Advanced Manufacturing Skills Hub to be reviewed.	Robin McGregor	Review ahead of submission of RoA to SFC
40-22	Financial Savings:		
41-22	Strategic Risk Register:		
43-22	VP Recruitment:		

Signed**S Elston**...

Dated**22.03.23**.....