



REGIONAL BOARD

Minute of Meeting

Minute of the Meeting of the Regional Board of North East Scotland College on Wednesday 22 March 2023 at 1000 hours in the Boardroom of NESCol Fraserburgh Campus.

Agenda Item	
	<p>Present: Neil Cowie Susan Elston (Regional Chair) Jim Gifford Nicole Matthews Leona McDermid Andy Rodden Drew Russell David Blackhall Neil McLennan Sheena Ross Bryan Hutcheson Duncan Cockburn Iain Watt</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 (until Agenda items relating to Private Reserved Matters for Information)</p> <p>Guest Attendee: Kimra Donnelly, Director of People Services (for Agenda item 63-22 to end)</p>
	<p>The Regional Chair welcomed all members, introducing new Non-Executive Members Duncan Cockburn and Iain Watt to their first Board Meeting.</p>
46-22	<p>Apologies for Absence An apology was received from G Watt. C Beaton was noted as not in attendance.</p>
47-22	<p>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 58-22.</p>

48-22	<p>Minutes of Previous Meeting: 14 December 2022 The Minute was approved as a true and accurate record.</p>
49-22	<p>Matters Arising from the Previous Meeting Members noted that all matters arising had been addressed and had no additional comments to add.</p>
	<p>Reports to the Board</p>
50-22	<p>Report by the Regional Chair: Members noted the Report and the additional verbal information on meetings attended.</p>
51-22	<p>Report by the Principal Members noted the Report and the additional information provided in relation to the national and regional pictures, the Pathfinder project, its progression and the senior phase project.</p> <p>The Principal highlighted the positivity and increased interest in the College at the recent Open Days.</p>
52-22	<p>Report by Committee Chairs D Russell, as Chair of the Curriculum and Quality Committee, detailed the key business content from the last Committee Meeting.</p> <p>S Ross, as Chair of the Finance and Resource Committee, highlighted the F&R Committee discussions on the January 2023 accounts and the budget review and assumptions.</p> <p>On behalf of the Governance and Nominations Committee, S Elston elaborated on targeted Board recruitment, the Board engagement plan and the role of Fellows, as recently discussed with K Milroy.</p>
	<p>Governance Matters for Decision</p>
53-22	<p>Governance Manual – Annual Review: The Board Secretary highlighted the proposed alterations to serving term length and the request from the current Equality and Diversity Champion, S Elston, to continue in the role. Members agreed to this continuation.</p> <p>A discussion took place on the serving term for co-opted members. It was agreed this be changed from the current 12 months to 24 months, with a review to be held every 12 months.</p> <p>The need for a succession/transfer of knowledge plan was highlighted. Action: Board Secretary to bring revised succession plan to next meeting of the Governance and Nominations Committee.</p> <p>The proposed changes to the Governance Manual were agreed subject to the above amendment. Action: Board Secretary to reflect the proposed amendment and make available updated Governance manual.</p>
54-22	<p>Co-opted Membership Offer:</p>

	<p>Members approved the suggested co-option of D Anderson to the Audit and Risk Committee.</p> <p>Action: Board Secretary to take this further on behalf of the Regional Chair.</p>
	Governance Matters for Information
55-22	<p>Board and Committee Membership</p> <p>The Board Secretary highlighted the changes and the induction meetings arranged for new Board Members.</p>
	For Decision
56-22	<p>Equalities Mainstreaming Report (including approval of new Equality Outcomes):</p> <p>The Public Sector Equality Duty Interim Report was presented on behalf of author S Grant by R McGregor, who summarised the Colleges requirements and the update on progress made across key equalities outcomes including changes in attainment gaps, the ongoing work on ensuring an anti-racist curriculum and the work of the student support team.</p> <p>Members acknowledged the very informative Report, with R McGregor confirming to members the need to “leave no-one behind” with component parts of the Report visible within the annual College Respect campaign. The Principal highlighted the challenge of providing ESOL provision to the increasing number of asylum seekers within both Aberdeen City and Aberdeenshire.</p> <p>Members approved the Report and thanked the College for the excellent work highlighted therein.</p>
	Matters for Information
57-22	<p>PREVENT Annual Report:</p> <p>R McGregor presented and summarised the work of the PREVENT Board on behalf of A Du Plessis. R McGregor, in response to a Member's query, confirmed there are no PREVENT cases currently at the College, and gave assurance to Members' of the ongoing staff awareness training.</p>
	Reserved Items of Business
	Matters for Decision

58-22	ETZ Ltd – NESCol Advanced Manufacturing Skills Hub Proposal – late paper
59-22	Think the Unthinkable
	Matters for Information
60-22	Indicative Funding Allocation AY2023/24 – verbal update
61-22	Revised Budget including Scenario Options
62-22	Strategic Risk Register
	Any Other Business No other business was raised.
	Private Reserved Matters for Information
59-22	Think the Unthinkable – taken under Private Reserved Matters

63-22	Financial Savings/Scenario Planning/VS Update
64-22	National bargaining update
65-22	Summation of Actions and date of next meeting A summation of the Actions was given by S Lawrance. Members noted the next meeting of the Regional Board will take place on Wednesday 21 June in Aberdeen City Campus .

Agenda Item	Actions from Regional Board Meeting 22.03.23	Responsibility	Deadline
53-22	Revised Succession Plan to be presented to next meeting of the Governance and Nominations Group.	Board Secretary	21.06.23
53-22	Governance Manual to reflect agreed amendment to length of co-opted Board Membership.	Board Secretary	As soon as possible.
54-22	Co-opted Membership to be offered to D Anderson.	Board Secretary/ Regional Chair	As soon as possible.
58-22	Advanced manufacturing Skills Hub Proposal		
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Signed S Elston

Date 21/06/23