NORTH EAST
SCOTLAND
COLLEGE

REGIONAL BOARD MEETING

13 December 2023

ME102, NESCol Altens Campus,

Aberdeen

REGIONAL BOARD

NOTICE OF MEETING
There will be a meeting of the Regional Board of North East Scotland College on Wednesday 13 December 2023 at 1000 hours in Room 102, **ALTENS CAMPUS,** Aberdeen

AGENDA		
Agenda Item		**Paper**
24-23	Apologies for Absence	
25-23	Declaration of any Potential Conflicts of Interest in relation to any Agenda Items	
26-23	Minutes of Previous Meeting (11.10.23)	x
27-23	Matters Arising from the Previous Meeting (11.10.23)	X
	Reserved Matters for Decision	
28-23	ASET – Annual Report by the Chief Executive (presentation)	
29-23	ASET • Chair Recruitment Update (Verbal) • Memorandum of Understanding Update • ASET Financial 2023-24 Update	 X x
30-23	Audited 2022-23 Financial Statements	X
30-23A	Annual Audit Report 2022.23; External Audit – Audit Scotland	x
31-23	Voluntary Severance (VS) Scheme	x
	Reserved Matters for Discussion	
32-23	Energy Transitions and Skills Hub Update/Report	x
	Matters for Decision	
33-23	SA Partnership Agreement (K Pettitt)	x
	Matters for Discussion	
34-23	Strategy Event – next steps (verbal update)	
	Reports to the Board	
35-23	Report by the Regional Chair including national bargaining update –	X
36-23	Report by the Principal	X
37-23	Report by Committee Chairs	X
	Matters for Information	
38-23	Strategic Risk Register	x
39-23	Opportunity Register – verbal update (S Thompson)	
40-23	Health and Safety Update	X
41-23	First Impressions Survey Results AY2023-24	x
	Reserved Matters for Information	
42-23	Credits Activity Update and Forecast	x
	Governance Matters for Information	
43-23	Governance update (Susan L) • Trade Union Board Members • Board Membership Changes	X
	Any Other Business	

	Private Reserved Matters for Information	
44-23	Principal's Performance Management Objectives for AY2023/24	x
	Summation of Actions and date of next meeting Next meeting of the Regional Board will take place on Wednesday 16 March 2024 to be held in FRASERBURGH Boardroom, FRASERBURGH CAMPUS.	

REGIONAL BOARD

Agenda Item	
	Present: Susan Elston (Regional Chair) Neil Cowie Jim Gifford Bryan Hutcheson Carrie Beaton Leona McDermid Andy Rodden (not present for discussion of Agenda item 14-23) Sheena Ross Iain Watt Mark Fotheringham Cindy Dempster Neil McLennan Dave Anderson **In attendance via Teams:** David Blackhall Duncan Cockburn **In attendance:** Stuart Thompson, Vice Principal, Finance & Resources Susan Lawrance, Secretary to the Board Karen Fraser, Minute Secretary **Guest attendees:** Susan Grant, Strategic Lead, Energy Transitions (for Agenda item 14-23 only) Kimra Donnelly, Director of People Services (for Agenda items 20-23 and 21-23 only)
01-23	**Welcome and Apologies for Absence** Opening the first meeting of AY2023/24, Regional Chair S Elston welcomed all in-person and virtual attendees. Apologies were received in advance from R McGregor and G Watt.
02-23	**Declaration of any Potential Conflicts of Interest in relation to any Agenda Items** L McDermid declared a potential conflict of interest by virtue of her position with Aberdeen Foyer. J Gifford declared a potential conflict of interest by virtue of his position with Aberdeenshire Council and Agenda item 05-23. A Rodden declared a potential conflict of interest by virtue of his position with ETZ Ltd and Agenda item 14-23.
03-23	**Minutes of Previous Meeting (21.06.23)** The Minute was approved as a true and accurate record.
	Reserved Matters for Decision
05-23	**Regional Outcome Agreement**

06-23	**ASET Chair (S Elston) – verbal update**

07-23	**Ratifying of Contracts approved by Chairs Committee**
	    • **Nursery Contract**
	    • **Protocol Contract**
	    • **South Block Glazing Contract**
	    • **VLE Contract**

	Governance Matters for Decision
08-23	**Regional Board Terms of Reference** Members were asked to review the shared Terms of Reference. These were approved. **Decision - Approved.**
09-23	**Regional Board Programme of Business** Members were asked to give consideration to the proposed Programme of Business for the upcoming AY. The Committee approved the content, with the provisos that flexibility in terms of meeting scheduling and meeting agendas is allowed for, and that an update on ETZ Ltd and the Energy Transitions and Skills Hub (ETSH) is added as a standing item to meeting Agendas. **Action: Board Secretary to amend future PoBs to include Standing Item on Energy Transitions and Skills Hub.** **Decision = Approved.**
	Reports to the Board
10-23	**Report by the Regional Chair (Susan E)** S Elston summarised the key messages and highlighted an omitted attendance at the 15/09/23 ETSH launch event. Thanks were expressed to members following their engagement with and feedback provided at 1:1 meetings. Praise was expressed following the highly successful graduation events. Participation benefits from attending meetings and engaging with Community Planning were highlighted with J Gifford to ensure S Elston is invited to

	Aberdeenshire Community Planning Meetings. N Cowie highlighted the increased engagement with schools and the ambition to increase key feeder school activities further. **Action: J Gifford to extend an invitation to SE from Community Planning Aberdeenshire.**
11-23	**Report by the Principal (N Cowie)**
12-23	**Report by Committee Chairs** Members noted the Report by the Committee Chairs. L McDermid provided an overview of key activities in her capacity as Chair of the Human Resources Committee. The ambition behind the People Service's Enhancement Plan was recognised with a key aspect of switching of VLE provider noted. The positive significant change to integrate libraries within the wider team was also noted. On behalf of the Finance and Resources Committee, Chair S Ross pinpointed the course fees increase for next year; the procurement review and the annual actions update as key points. J Gifford highlighted the key business discussed at his first meeting as Chair of the Audit and Risk Committee, namely audit plans and reports and the National Fraud Initiative update. S Elston expressed her gratitude to the members of the various Committees for their contributions and to the Committee Chairs for their overseeing management. Confidence was conveyed in the Regional Board, based on the practices of its' underlying Committees.
	Reserved Matters for Discussion
13-23	**Start of year position, including credit activity, enrolments**

14-23	**Energy Transition & Skills Hub Update (presentation and paper)**	
	Guest Attendee S Grant left the meeting at 12:38pm	
	A Rodden returned to meeting at 12:39pm	
	B Hutcheson left the meeting at 12:40pm	
	D Blackhall left the meeting at 12:50pm	
14-23	**Matters for Discussion**	
15-23	**Strategic Risk Register (S Thompson)**[7]	

	S Thompson highlighted the applied changes to the SRR following its agreement by the Leadership Team and the feedback obtained from the A&R Committee at its meeting on 29/09/23. The request to have the ETZ Project included was also noted. Members expressed a preference for the newer version as presented.
	Matters for Information
16-23	**Strategy Event – next steps (N Cowie/S Elston) – verbal** N Cowie confirmed that plans continue to evolve for Wed 22/11/23 Strategy Event, and elaborated on the proposed content and guest speaker, Mr Russell Borthwick, CEO of Aberdeen and Grampian Chamber of Commerce. D&A College's Service Design Academy colleagues are in place to facilitate the event. S Elston detailed plans for a Regional Board Development Day. **Action: S Lawrance to gauge availability for such in January 2024 via email.** S Elston advised that the Chairs of NESCol, RGU and UoA have met and agreed a proposal to hold a collective meeting (hosted by RGU) in early 2024 to discuss joint challenges and opportunities.
17-23	**Health and Safety Annual Report** Members noted the Health and Safety Annual Report summarised by S Thompson, who highlighted the ratio of higher number of accidents reported, remains low with many min or cuts and burns. Further explanation of the RIDOR reporting requirements was given by S Thompson, with First Aiders advice now updated to reflect RIDOR reporting. The positivity of the reporting culture and raising of mental health awareness was noted. The need to maintain a balance of reporting and trends was noted. **Action: S Thompson to share Q1 data at 13/12/23 meeting and detail pro-active seps to addressing increases.**
	D Cockburn left the meeting at 12:58pm (Teams' call terminated)
	Governance Matters for Information
18-23	**Governance update (Susan L)** Board Secretary S Lawrance updated members on the Good Governance Steering Groups' recent findings. Updates regarding the presence of trade union observers at Board meetings were provided. Members noted the information provided.
19-23	**Any Other Business and Summary of Actions** No other business was raised. A summary of identified actions was provided by S Lawrance.
	Guest Attendee K Donnelly joined the meeting at 1:12pm
	Private Reserved Matters for Information
20-23	**National bargaining update (K Donnelly) – verbal**
21-23	**Industrial Action update (K Donnelly) – verbal**
	NESCol and SA staff member8s (including guest attendee K Donnelly) left the meeting at 1:19pm

	Private Reserved Matters for Decision	
22-23	**Principal's Performance Management Objectives for AY2023/24**	

Actions from the Regional Board Meeting of 11 October 2023			
Agenda Item	**Action**	**Responsibility**	**Deadline**
09-23	**Programme of Business:** Amend PoB to include future standing item for Energy Transitions and Skills Hub	Board Secretary	For next meeting
10-23	**Regional Chair Report:** S Elston to be invited to join Community Planning Aberdeenshire.	Jim Gifford	As soon as possible
11-23	**Principal's Report:** Write to J Dunphy to express thanks for previous engagement with College.	Neil Cowie	As soon as possible.
14-23	**ETZ Skills Hub:**		
16-23	**Strategy Event:** Send out doodle poll to gauge availability for January/early 2024 Board Development event.	Board Secretary	As soon as possible
17-23	**Audit and Risk Report:** Share A1 Health and Safety data with Regional Board at their December meeting.	Stuart Thompson	By next meeting
22-23	**Principal's Performance Objectives:**		

REGIONAL BOARD	

An update on matters arising from the meeting of the Regional Board of North East Scotland College held on Wednesday 21 June 2023.

Agenda Item	
09-23	**Action: Programme of Business:** Amend PoB to include future standing item for Energy Transitions and Skills Hub
	Status: Complete – Now "Standing Item" on PoB
10-23	**Action: Regional Chair Report:** S Elston to be invited to join Community Planning Aberdeenshire.
	Status: Complete – J Gifford reached out to Colleagues within Aberdeenshire.
11-23	**Action:** Write to J Dunphy to express thanks for previous engagement with College.
	Status: Complete – N Cowie has been in direct contact with J Dunphy.
16-23	**Action: Strategy Event:** Send out doodle poll to gauge availability for January/early 2024 Board Development event.
	Status: Complete – Board Development Day arranged for Wednesday 7 February 2024.
17-23	**Audit and Risk Report:** Share A1 Health and Safety data with Regional Board at their December meeting.
	Status: Complete – On Agenda for December Board Meeting.
	Reserved Matters Arising
14-23	**Action: ETZ Skills Hub:**
	Status:
22-23	**Principal's Performance Objectives:**
	Status:

REGIONAL BOARD MEETING
Meeting of 13 December 2023

Title: Student Partnership Agreement 2023/24	
Author: Kirsty Pettitt (Student Engagement and Wellbeing Manager)	**Contributor(s):** NESCol SA Staff

Type of Agenda Item:
For Decision ☒
For Discussion ☐
For Information ☐
Reserved Item of Business ☐

Purpose: To enable the Regional Board to review, and if so minded, approve the updated Student Partnership Agreement which sets out the priority projects for AY2023/24 as presented to Curriculum and Quality Committee in Nov 2023.

Linked to Strategic Theme:
3. Advancing Partnership Working

Linked to Strategic Risk(s):

Executive Summary: The Student Partnership Agreement (SPA) is a document in which SAs and institutions can promote ways in which students can interact with staff at their institution to improve the quality of their student experience.

Part A of the document describes the purpose of the agreement, what student engagement is and what does this mean in context of NESCol. It also details the various opportunities for student engagement across all college areas.

The Part B SPA sets out priority projects which align with the sabbatical officers' manifestos and has both a college and SA lead in order demonstrate the true partnership approach.

In AY22/23 the priority projects were:

1. Healthy Body, Healthy Mind. – Partial Complete - we were successful in completing "Training Towards" award in December 2022. We also made progress in obtaining the "Bronze" award. It was through Healthy Body Healthy Mind that we ran several events such as health walks and taking part in Brit Challenge which saw staff and students complete 23 different activities to promote wellbeing. Due to staff turnover both in SSS and in the Students' Association we found communication regarding Healthy Body Healthy Mind a challenge. It is now our understanding that with the

introduction of the of the Active Campus Co-Ordinator (ACC) role there are changes being made to the Healthy Body Healthy Mind scheme. We will work closely with the ACC to support their work going forward and revisit the Healthy Body Healthy Mind scheme when more information is available.

2. Students' Association Strategy – Complete - The Strategy was completed, presented and approved by the Student Representative Committee, Regional Board and as part of the Students' Association Annual General Meeting.

3. Wellbeing – Ongoing - Our wellbeing project led to the implementation and updating of City Campus and Fraserburgh Contemplation Rooms, we also hosted a number of "Cosy Conversation Sessions" on campus where students were encouraged to engage with the SA and Student Wellbeing Advisers to discuss wellbeing. In addition we had over 10 information events and online campaigns throughout the year on range of topics such as World Mental Health Day, National No Smoking Week and Time to Talk Day. Wellbeing will be staying in our Student Partnership Agreement in 23/24.

4. Response to Cost of Living Crisis – Ongoing - In this project area we saw the introduction of Free Student Breakfasts and the Student Pantry. In addition we also supported Student Support to share information about the Student Support Funds and promotional materials for discretionary funding. We will also continue this project into 23/24

The attached document is the revised SPA for AY23/24 which sets out the following projects in detail:

- Wellbeing
- Cost of living
- Community

Recommendation: It is recommended that the Board approves the revised Student Partnership Agreement for AY23/24.

Previous Committee Recommendation/Approval (if applicable)**:**
C&Q – Nov 2023

Equality Impact Assessment:

Positive Impact ☒

Negative Impact ☐

No Impact ☐

Evidence: Outputs and evaluation of SPA, feedback through Student Engagement Action Group.

Student Partnership Agreement

23/24

NESCol Students' Association

NORTH EAST SCOTLAND COLLEGE

THE AGREEMENT

What is a Student Partnership Agreement?

Student Partnership Agreements (SPA) are a way in which Students' Associations (SA) and institutions can promote ways in which students can interact with staff at their institution to improve the quality of their student experience. Although there is a large focus on improving the learning experience and enhancing student courses, SPAs are an opportunity for SAs and their institutions to look at how they can improve the overall student experience. They're also an opportunity to agree a set of three to five priority areas upon which the SA and institution will work together, in partnership.

What does this mean at NESCol?

North East Scotland College (NESCol) and the NESCol Students' Association (NESCol SA) agree to work in partnership to achieve shared priorities outlined in this document. Both parties will work collaboratively to ensure that all students can get involved in actively shaping and influencing their overarching student experiences.

This SPA has been developed through various discussions and workshop activities involving students, sabbatical officers, senior management, curriculum & support staff and the College's quality team with input from SPARQs. Students will be updated on progress of the SPA projects throughout the year through use of activities, events and regular communication.

Through progressing the priority projects outlined in this document, NESCol and NESCol SA are hoping to strengthen student engagement across the College. By doing so, students will have more opportunities for personal development as well as increased involvement in shaping the College and the SA to work for them.

What is student engagement?

Student engagement involves students being actively involved in shaping the direction of the College, the SA, and their student experience. This can be done through engaging with events and activities, taking part in campaigns, being involved in surveys and focus groups, etc.

Student engagement is about:

- **Delivering opportunities for students to take responsibility for their learning and contribute to a successful learning & teaching experience.**
- **Developing processes for students to feedback on their learning experience and for the College to hear what students are saying in relation this, so that students & staff can influence change.**
- **Providing students with responses to feedback so that they see their contribution is valued and is used to shape successful experiences for them, future learners & the College.**
- **Identifying and supporting opportunities for all students to be involved in wider College experiences.**
- **Encouraging personal and professional development opportunities for students & staff.**

What is included in the Student Partnership Agreement?

Part A of the SPA provides an overview of the opportunities the College and the Students' Association provide for students to engage in their learning and the wider student experience. The Student Engagement Action Group (SEAG), comprised of students, college staff and the Students' Association approved the map of opportunities for students.

Part B of the SPA outlines the priority projects the College and the SA will conduct to enhance overall student experience and student engagement. These projects include both a College staff and an SA staff lead to ensure true partnership working throughout. Staff and students will be kept updated on the progress of these projects through bi-annual progress reports.

CURRICULUM & QUALITY

CLASS REPS

SURVEY

FOCUS GROUPS

COURSE COMMITTEE MEETINGS

CAMPUS SHOPS

SPORTS DEPARTMENT ACTIVITY

CLASS FEEDBACK

LIBRARY PLUS

LIBRARY EVENTS

FOCUS GROUPS

SURVEYS

VENUE

STUDENT SUPPORT

FOCUS GROUPS

SURVEYS

STUDENT EVENTS

STUDENT GROUPS

ACADEMIC TUTORS

INITIAL SUPPORT

REGULAR FEEDBACK

1 : 1 MEETINGS

STUDENTS' ASSOCIATION

SABBATICAL OFFICERS

EXECUTIVE OFFICERS

CLASS REPS

PEER-LED REVIEWS

SOCIETIES

CLUBS

FOCUS GROUPS

SURVEYS

REGIONAL BOARD MEETINGS

AWARDS

Part B
North East Scotland College and NESCol Students' Association Student Partnership Agreement 2023/2024
Priority Projects Action Plan

Project	SA Lead	College Lead	Intended Impact	Key Actions	Measures
Cost of Living	Alina Zaharia (Depute President, City Campus and Altens)	Elaine Makein (Head of Sector, Creative Industries)	• Support student retention and positive outcomes by raising awareness of appropriate services and support internally and externally • Maximise the potential impact of the current Cost of Living initiatives and budget spend of the SA	• Implementation of Student Kitchens • Review the impact of the Student Pantries and Free Breakfasts across campus • Explore additional financial support and fundraising opportunities	• Student Kitchens are accessible to students in City Campus, Fraserburgh and Altens • Student Survey Feedback • Completed evaluation of Breakfast Club and Student Pantry • Additional income secured and reported through the Student Engagement Action Group and Student Representative Committee
Wellbeing	Carrie Beaton (Regional President)	Tanya Sinclair (Student Wellbeing Advisor)	• Additional wellbeing provision for students at NESCol • Improve student wellbeing by supporting NESCol's Wellbeing Strategy • Improve communication regarding wellbeing for NESCol students	• Explore student led support opportunities in partnership with the Wellbeing Executive Officer and Student Wellbeing Advisers • Update the Student Mental Health Agreement in partnership with NUS • Work with the Student Wellbeing Advisers to improve student knowledge of external support options	• Reporting of activity through Student Engagement Action Group • Updated document is approved by the Student Representative Committee and made available to NESCol students • Student Survey Feedback
Community	Daniel Watson (Depute President, Fraserburgh)	Faye Webster (Active Campus Coordinator)	• To have a variety of opportunities for student to engage with NESCol and the NESCol SA through extra-curricular activity • Enhance sense of belonging the NESCol community	• Work alongside the Active Campus Coordinator and Executive Officers to expand the current offer of extracurricular opportunities for NESCol students • Develop volunteering opportunities for students across NESCol	• Monitor attendance and engagement of extra-curricular activities • Completed SA volunteering policy • Student Survey Feedback

Carrie Beaton
Student President
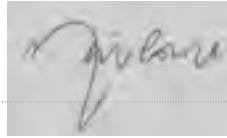
Neil Cowie
Principal & Chief Executive

Susan Elston
Regional Chair of Regional Board

NESCol Students' Association

NORTH EAST SCOTLAND COLLEGE

REGIONAL BOARD
Meeting of 13 December 2023

REPORT BY THE PRINCIPAL
The purpose of this report is to provide the Regional Board with information relating to the period immediately prior to the Board Meeting; information which may have relevance, significance, priority or challenge for future College activity.

1	**NESCol and Scottish Parliament**
	The College has figured in two recent Scottish Parliamentary discussions, namely, a Scottish Labour Party Debate: Ensuring Scotland's Skills System is Fit for the Future (Wednesday 25 October) and the Economy and Fair Work Committee (Wednesday 15 November).
	The former session concerned the findings of the independent review of the skills delivery landscape (The Withers' Review) and focused on issues relating to leadership of the skills delivery system. The latter session related to the on-going work of the Economy and Fair Work Committee with a particular focus on a just transition to a green energy economy.
	In both sessions, contributors (Kevin Stewart MSP and Maggie McGinlay – CEO ETZ Ltd.) spoke positively of the College's contribution the region's economy in the North East and, in particular, they separately cited our work in relation to the National Energy Skills Accelerator (NESA) and the Energy Transition Skills Hub.
	Links to both these sessions are provided below:
	https://www.scottishparliament.tv/meeting/scottish-labour-party-debate-ensuring-scotlands-skills-system-is-fit-for-the-future-october-25-2023
	https://www.scottishparliament.tv/meeting/economy-and-fair-work-committee-november-15-2023
2	**The Economic Contribution of Colleges in Scotland – Fraser of Allander Institute**
	A recently published report shows that the Scottish economy will be £52 billion better off cumulatively over the 40-year working life of college graduates. The report from the Fraser of Allander Institute indicated that over their working lives, college graduates boost employment, increase real wages and contribute to increased trade and investment.
	The FoA research was commissioned by College Development Network (CDN) and Colleges Scotland and aims to highlight the value college graduates make to the national and local economies, through gaining a college qualification for the first time or by re-training and upskilling.

	Researchers noted that those graduate in AY2016-17 to 2021-22 each added an additional £72,000 to productivity for the Scottish economy as a result of going to college. These graduates would also help to support the equivalent of an additional 203,000 full-time jobs in the Scottish economy, over their 40-year working lives. In 2021-22, the Scottish Government invested £740million into colleges. It is predicted that this investment will lead to a £8billion boost to the Scottish economy, and a £2.8billion boost to government revenues over the coming 40-year period. The report also highlights the effectiveness of colleges in upskilling and reskilling individuals for both regional and national economies. Further, the sector is commended for its successful work on inclusion and diversity, thus allowing many from disadvantaged or poorer backgrounds the opportunity to improve their life chances through education and training. The full report can be accessed through the link provided below: https://fraserofallander.org/wp-content/uploads/2023/10/2023-08-Colleges-Scotland-FINAL.pdf
3	**Aberdeen Investment Zone** The UK Government's Autumn Statement has delivered a £80million boost to the North-east by doubling the region's Investment Zone (IZ) funding to £160million. As a partner in the newly-created IZ Steering and Working Groups, this news is encouraging for both the region and the College. It will provide greater long-term certainty for businesses seeking to grow and invest in the region and will assist in partners' shared ambitions to accelerate the diversification of priority sectors. Through the IZ Steering and Working Groups, activities are ongoing to ensure that a robust investment zone proposal is developed in line with UK Government expectations. The Governments' guidance has been clear that the IZ's focus should be on green energy, rather than Oil and Gas and this is considered, at present, to be the main priority of the IZ activity. In addition to green energy, the IZ Groups are focusing on food, drink and agriculture as a secondary priority sector with digital underpinning both designated priority areas. Further encouraging news was provided in the Autumn Statement when the Chancellor, Jeremy Hunt, also indicated his support for the Acorn carbon capture scheme near Peterhead, which looks set to benefit from a new £1billion for green energy investment. Further updates will be provided to the Regional Board as the Investment Zone proposal is developed.
4	**Aberdeenshire Council – Teaching staff shortage in secondary schools**

Included in this update is a link to an article that was published recently in the Press and Journal. The piece centres on an interview with Aberdeenshire Council's Director of Education, Laurence Findlay, and concerns the staffing challenges currently facing the local authority and Aberdeenshire secondary schools.

Suggesting that this long-standing problem has now reached 'crisis' proportions, Laurence is seeking support and solutions from Scottish Government in order to resolve the situation.

Challenges are particularly evident in key subject areas including maths, physics, home economics, modern studies and art and design. Schools such as Fraserburgh and Peterhead Academies are heavily impacted and, whilst not cited in the article, the College is assisting - where it can - to support local schools in these challenging times.

Laurence indicates that the solution to this problem is to get more people into teaching and to retain them. However, this is easier said than done. In addition, some fundamental questions need to be asked more widely about the attractiveness of teaching as a profession within our schools and, more generally, the appropriateness, for young people, of the curriculum offer within schools.

A link to the full article is provided below:

'We are reaching crisis point': Aberdeenshire teacher shortages (pressandjournal.co.uk)

5	**Colleges Development Network (CDN) Awards 2023**
	In line with our commitment to raise the profile of the College by celebrating the great work that is going on in it, congratulations must go to the staff and students who were recognised at this year's CDN College Awards.
	November's event showcased the achievements of institutions from across the country and having been shortlisted for three categories, NESCol was an outright winner for two awards. This is all the more commendable when considering that fact that there were more than 150 submissions for the competition.
	The Employer Connections Award celebrated an innovative collaboration with P&J Live, which has provided training opportunities and career pathways for a succession of students as well as professional development for staff.
	The Skills Development Award also recognised collaboration, this time with Aberdeen City Council, as students worked to promote meta skills to academy pupils across the city through a series of engaging animations.
	Particular acknowledgement is required for Curriculum Manager, Tony Young and the teams behind these accolades. They have been extremely effective in establishing and nurturing partnerships that make a difference to the lives and experiences of both the students and communities we serve.

	College student, Zoey Filianore Wynters, was also commended in the Student of the Year section for her work as Equality and Diversity Executive Officer with the NESCol Students' Association. Zoey has been highly influential in driving key initiatives and was also recognised in the Go Celebrate! student achievement awards earlier this year. A link to the CDN College Awards site, incorporating the entry videos is provided below: https://www.cdn.ac.uk/college-awards-2023/
6	**External engagements/selected key meetings and events attended since the previous Regional Board meeting:** • Investment Zone Steering Group Meeting (12.10.23) • RGU/NESCol SNP Conference Fringe Event Pre-meet (12.10.23) • RGU/NESCol SNP Conference Fringe Event (16.10.23) • MATMG Meeting (18.10.23) • College Employers Scotland (CES) Meeting (25.10.23) • Service Design Academy Meeting (31.10.23) • LJNC Meeting (31.10.23) • CES Meeting (01.11.23) • Meeting with Andrew Bowie MP (01.11.23) • Meeting with Peterhead Port Authority (02.11.23) • Seven Incorporated Trades Election Dinner (04.11.23) • Convening Culture Event (09.11.23) • College Principals' Group Meeting (14.11.23) • MATMG Meeting (15.11.23) • True North Event – Sir Keir Starmer (16.11.23) • Student Association/Executive Team Meeting (20.11.23) • Regional Board Strategy Event (22.11.23) • Engineering Centre of Excellence Discussion and Dinner (23.11.23) • Scottish Maritime Academy Open Day (25.11.23) • LJNC Meeting (28.11.23) • College Open Day (Fraserburgh) (02.12.23) • SFC Programme Learning Session (12.12.23)

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Meeting of 13 December 2023</td></tr>
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REPORT BY COMMITTEE CHAIRS

The purpose of this report is to provide the Regional Board with information relating to business conducted at the most recent meetings of its Committees.

Committee Chairs will be provided with an opportunity to bring matters considered at these meetings to the attention of Members. Members will also be provided with an opportunity to seek further information on business that has been transacted.

Members are asked to note the new Channel No. 8 within Regional Board Team space – Board and Committee Action Log where actions from all Board and Committee meetings, along with Action updates can be found.

1	The following meetings have been held since the last meeting of the Regional Board:

Joint Finance and Resource/Audit & Risk Committee	29 November 2023
Audit and Risk Committee	29 November 2023
Curriculum and Quality Committee	30 November 2023

Copies of the draft minutes from the above meetings will be available shortly in the Meeting Channel of the Regional Board Team space.

2	**Joint Finance and Resource/Audit and Risk Committee – 29 November 2023** **Summary of key business:** • Financial Statements for the year to 31 July 2023 • External Audit Report • Financial Regulations Update • Management Accounts • ASET Update • Credits and Enrolments Update AY2023/24 **Agreed Actions:** • Board Secretary to review Committee meeting attendance within Financial Statements for accuracy. • Board Secretary to reproduce Letter of Representation onto NESCol letterhead and forward to Audit Scotland. • ETZ Finance information to become standing item on Agenda.

3	**Audit and Risk Committee – 29 November 2023**
	
	Summary of key business:
	• Financial Statements for the year to 31 July 2023 (with F&R)
	• External Audit Report (with F&R)
	• Strategic Risk Register incl Risk Management Policy Update
	• Internal Audit Reports
	   o Student Support Funds
	   o Audit of Annual Credit Activity

	• Internal Auditors Annual Report • Audit Certification of Support Funds Year End Return • Audit Certification of Credit Activity Year End Return **Agreed Actions:** • Opportunity Register to be put to Regional Board (Dec meeting) • Fraserburgh nursery: Options to be shared with next Audit and Risk Committee if available.
4	**Curriculum and Quality Committee – 30 November 2023** **Summary of Key Business:** • Overview of Activity and Credits position Ay2023/24 • Business and Community Development Update • Committee Terms of Reference • C&Q Programme of Business AY2023/24 • Student Support – Activity Report • Students' Association – Activity Report • First Impressions Survey • Annual Quality Assurance Report • SA Partnership Agreement • SA Budget update • Committee Evaluation Feedback • Draft KPI Results for AY2022/23 • Block 1 Curriculum update/overview **Agreed Actions:** • Updated Wellbeing Strategy to be presented to Committee as part of Student Support Activity Report • Students' Association Partnership Agreement to be presented to Regional Board (December 2023). • Members to feedback to R McGregor comments with regard to future Agenda items.

REGIONAL BOARD
Meeting of 13th December 2023

Title: Strategic Risk Register	
Author: Stuart Thompson Vice Principal Finance & Resources	**Contributor(s):** Leadership Team

Type of Agenda Item:

For Decision ☐

For Discussion ☐

For Information ☒

Reserved Item of Business ☐

Purpose: To update the Board on the Strategic Risk Register approve by the Audit & Risk Committee

Linked to Strategic Theme:

5. Leading Sustainability

Linked to Strategic Risk(s): 5.2

1.5; 5.1; 5.2; 5.5

Executive Summary:

The Audit & Risk Committee approved all the proposed changes to the updated Strategic Risk Register

Recommendation: To update the Board on the Strategic Risk Register

Previous Committee Recommendation/Approval (if applicable)**:**
Update reviewed and recommended by the November 2023 Audit & Risk Committee.

Equality Impact Assessment:

Positive Impact ☐

Negative Impact ☐

No Impact ☒

Evidence: This report is for information only.

AUDIT & RISK COMMITTEE
Meeting of 29 November 2023

Title: Strategic Risk Register update	
Author: S Thompson, Vice Principal – Finance and Resources	**Contributor(s):** Leadership Team

Type of Agenda Item:

For Decision   ☒

For Discussion   ☐

For Information   ☐

Reserved Item of Business ☐

Purpose: To enable the Committee to discuss and agree the updated strategic risk register.

Linked to Strategic Theme:

5. Leading Sustainability

Linked to Strategic Risk(s):

n/a

Executive Summary:
The attached strategic risk register was discussed and agreed by the College Leadership Team.

Main Points

- Changes to the previous risk scores are highlighted in yellow.
- At additional risk has been added for the ETZ project.
- A separate page containing the main risk mitigations has been added to the risk summary.
- Each risk is now owned by a member of the College Executive Team.
- The College Leadership Team will review the strategic risk register once a month and incorporate any relevant changes.

Recommendation: Agree the risks and risk scores.

Previous Committee Recommendation/Approval (if applicable): n/a

Equality Impact Assessment:

Positive Impact ☐

Negative Impact ☐

No Impact ☒

Evidence:

NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
1	**Strategic Goal 1: Deliver high quality, accessible and inclusive learning and training opportunities, which transform lives and which support the economic and social development of our region. Risk Appetite - Cautious**							
1.1	Failure to deliver future skills needs of the region & contributing to regional and national economic growth	VP C&Q	3	4	12	2	3	6
1.2	Financial pressures causing continued staff reductions negatively impacting on training provision; quality assurance; assessing.	VP C&Q	3	3	9	2	3	6
1.3	Financial pressures may cause reduced curriculum range, choice and oppoortunity to the region.	VP C&Q	4	3	12	2	3	6
2	**Strategic Goal 2: Develop the skills, talents and potential of all of the people who come to college either to learn or to work. Risk Appetite - Cautious**							
2.1	Unable to recruit, retain and develop appropriately qualified staff, adversely impacting on the learner experience, curriculum delivery and development	Principal	3	3	9	2	2	4
2.2	If the College fails to adapt quickly and flexibly to changing demands, may not meet delivery targets for AY 2023-24	VP C&Q	4	4	16	2	2	4
2.3	If the college fails to improve attainment within identified areas of curriculum then fewer students will go on to positive destinations within work or HE.	VP C&Q	3	3	9	1	2	2
3	**Strategic Goal 3: Work with our partners to deliver positive and sustainable change for the individuals, communities and businesses in our region. Risk Appetite - Open**							
3.1	If the College does not successfully engage with employers and other key stakeholders, THEN we will not be able to identify and meet their needs	VP C&Q	3	3	9	2	2	4
3.2	If the College does not work closely with Local Authorites and Schools, THEN effective learner pathways will not be delivered throughout the region	VP C&Q	3	3	9	1	3	3
3.3	If competitions between the College and University sector continues to intensitufy then FT HE student recruitment will be negatively impacted	VP C&Q	4	4	16	3	2	6
4	**Strategic Goal 4: Deliver an excellent learning environment and experience leading to successful outcomes for all learners. Risk Appetite - Cautious**							
4.1	If the SFC fails to provide adaquate funding for counsellors and other targeted health and wellbeing support then student outcomes and experiences will decline.	VP C&Q	3	4	12	2	3	6
4.2	IF student outcomes do not improve where required, then reputation and future student recruitment may be negatively impacted.	VP C&Q	3	3	9	2	3	6
4.3	Insufficient funding to maintain modern fit-for-purpose buildings, infrastructure and equipment negatively impacting the quality of the student experience	VP F&R	3	4	12	2	3	6
5	**Strategic Goal 5: Optimise the use of our available resources to deliver financial and environmental sustainability. Risk Appetite - Averse**							
5.1	Funding and increasing cost pressures will reduce the College's ability to achieve a balanced budget and challenge future sustainability	VP F&R	5	4	20	3	4	12
5.2	If the College fails to achieve planned activity targets then the SFC may clawback funding increasing the financial sustainability challenge	VP C&Q	3	3	9	2	3	6
5.3	IF ASET do not grow at sufficient rates THEN gift aid will not meet budgeted levels.	VP F&R	4	3	12	3	2	6
6	**Other. Risk Appetite - Averse**							
6.1	IF staff do not adhere to key statutory obligations and legislative requirements THEN the College may face significant financial penalties and/or reputational damage may occur	Principal	3	3	9	1	3	3
6.2	IF the College is the victim of a cyber attack THEN the College may experience IT systems outages and/or data security breaches, both resulting in significant business disruption	VP F&R	2	4	8	2	3	6
6.3	New Energy Transition Skills Hub does not meet the College or economic needs and is not financial sustainable	VP F&R	4	4	16	2	3	6

	PROPOSED SCORE CHANGES		SCORES	0-8	9-19	>19		

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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
1.1	Failure to deliver future skills needs of the region & contributing to regional and national economic growth	VP C&Q	3	4	12	2	3	6

MITIGATIONS
- Engagement with SDS and industry partners
- Identification of NESCol Business Priorities - Curriculum, Participation in Regional Economic Strategy Group, ACC Socio Economic Rescue Plan, Regional Learning & Skills Partnership
- Planning and recommendations from Curriculum Quality & Student Support Committees
- Campus Futures group aligning planning and facility requirements
- Improved market intelligence and data sharing with partners
- Ongoing industry-informed curriculum planning process
- New high-level Stakeholder Engagement Plan
- Continuation of Business Priorities work - Curriculum Area Recovery Plans, Course Discontinuance Criteria
- College approach to part time and distance learning to be reviewed as part of the BCD review
- Work of NESA and other college-partnerships to shape key demand areas.
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
1.2	Financial pressures causing continued staff reductions negatively impacting on training provision; quality assurance; assessing.	VP C&Q	3	3	9	2	3	6

MITIGATIONS

- Planning and recommendations from Curriculum Quality & Student Support Committees

- Monitor & review the Finance Strategy

- Scenario planning in partenrship with L&D and People Services Teams to support workforce planning

- Horizon scanning and futures strategising

- Ongoing curriculum portfolio review - increased flexibility, upskilling & retraining opportunities

- External engagement activities to ensure staff

- Creation of new Curriculum Strategy to shape future delivery models

- Review of student records and associated systems and process to enhance efficiency and reduce manual proccessing

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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
1.3	Financial pressures may cause reduced curriculum range, choice and oppoortunity to the region.	VP C&Q	4	3	12	2	3	6

MITIGATIONS

- Engage with all funding bodies to maximise funding and agree targets

- Identification of NESCol curriculum priorities, regional demand and impact

- Curriculum portfolio review - increased flexibility, upskilling & retraining opportunities

- Cost modelling of curriculum delivery

- Monitor & review the Finance Strategy

- Define minimal viable product for FT/PT Students delivery model

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Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
	NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER							
2.1	Unable to recruit, retain and develop appropriately qualified staff, adversely impacting on the learner experience, curriculum delivery and development	Principal	3	3	9	2	2	4

MITIGATIONS

- Review & monitor People Strategy

- Recruitment & Selection Policy, Strategy & Procedure

- Induction arrangements continually reviewed and enhanced

- Organisational Development and Learning Technologies activities

- Implement refreshed approach to organisational development,

- Continue to promote College successes through proactive marketing and PR campaigns to increase attractiveness to employers,

- Refreshed approaches to Workforce Planning and Talent Management.

- Closer co-ordination in business planning processes to traget resources and improve staff utilisation

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Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
	NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER							
2.2	If the College fails to adapt quickly and flexibily to changing demands, may not meet delivery targets for AY 2023-24	VP C&Q	4	4	16	2	2	4

MITIGATIONS

- Further refine credits forecasting model

- Planning and recommendations from Curriculum Quality & Student Support Committees

- Enhanced use of available intelligence and data

- Improved market intelligence and data sharing with partners

- Ongoing lobbying of SFC and other agencies regarding current limitations impacting agility

- BCD review to identify innovation/investment model to support curriculum adaptaion

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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
2.3	If the college fails to improve attainment within identified areas of curriculum then fewer students will go on to positive destinations within work or HE.	VP C&Q	3	3	9	1	2	2

MITIGATIONS
- Effective student information, advice, guidance and support, course design
- Engaged and motivated staff & appropriate staffing levels,
- Improved credits forecasting model
- Learning development activities
- Framework for Supporting Successful Students
- SFC funding to support digital provision
- Ongoing roll out of Spotlight review process to support internal Quality Assurance arrangements
- Reporting and monitoring of KPIs (KPI Meetings) aligned to robust self-evaluaion process
- Ongoing refinemnt of internal QA reporting and oversight.
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
3.1	If the College does not successfully engage with employers and other key stakeholders, THEN we will not be able to identify and meet their needs	VP C&Q	3	3	9	2	2	4

MITIGATIONS
- Engagement with SDS and industry partners
- Use of available intelligence and data
- Identification of NESCol Business Priorities - Curriculum, Participation in Regional Economic Strategy Group, ACC Socio Economic Rescue Plan, Regional Learning & Skills Partnership
- Planning and recommendations from Curriculum Quality & Student Support Committees
- Campus Futures group aligning planning and facility requirements
- Improved market intelligence and data sharing with partners
- Refreshed curriculum planning process
- New Stakeholder Engagement Plan
- Ongoing evolution of NESA Partnership with RGU and UofA to support Energy Transitions Industry engagement
- Ongoing work with ETZ ltd
- SFC Pathfinder Projects
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
3.2	If the College does not work closely with Local Authorites and Schools, THEN effective learner pathways will not be delivered throughout the region	VP C&Q	3	3	9	1	3	3

MITIGATIONS

- Engagement with LAs, Schools Liaison Team, Scenario planning

- Further refinement of School-College curriculum planning process

- Joint risk assessment with LAs

- Planning and recommendations from Curriculum Quality & Student Support Committees

- Learings taken from SFC Pathfinder project - enahncing the senior phase

- Annual review and update of School-College Partnership Agreement

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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
3.3	If competitions between the College and University sector continues to intensitufy then FT HE student recruitment will be negatively impacted	VP C&Q	4	4	16	3	2	6

MITIGATIONS
- Articulation Agreements, Joint Planning & Delivery Board with RGU
- Ongoing strategic dialogue with local Universities
- Enhance opportunities for articulation with universities out with the local region.
- Enhanced approach to school engagement & communication.
- NESCol engagement on Key RGU Committees
- SFC Project - NESCol/RGU to explore intensified parternship arrangements
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
4.1	If the SFC fails to provide adaquate funding for counsellors and other targeted health and wellbeing support then student outcomes and experiences will decline.	VP C&Q	3	4	12	2	3	6

MITIGATIONS
- Engage with SFC & Scottish Government to minimise the impact.
- Refreshed approaches to Workforce Planning & Talent Management.
- Implement refreshed approach to organisational development to support staff
- Explore all option to reallocate resources to provide limited ongoing support
- Engage with Student Association to maximise wellbeing support
- Encourage ideas from staff & students to improve wellbeing
- Assessment recommendations from the Campus Future groups
Ongoing engagement with Health and Social Care Partnership
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
4.2	IF student outcomes do not improve where required, then reputation and future student recruitment may be negatively impacted.	VP C&Q	3	3	9	2	3	6

MITIGATIONS
- Planning and recommendations from Curriculum Quality & Student Support Committees
- Review & monitor student performance
- Spotlight reviews and targted improvement plans
- Targeted improvement plans
- Reporting and monitoring of KPIs (KPI Meetings) lnked to self evaluation process
- Monitor & review application volumes across courses
- ongoing programme of educational development and other relevant CPD
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
4.3	Insufficient funding to maintain modern fit-for-purpose buildings, infrastructure and equipment negatively impacting the quality of the student experience	VP F&R	3	4	12	2	3	6

MITIGATIONS	
-	Monitor & review the Estates Strategy
-	Agree plan to spend the annual SFC Capital funding
-	Monitor & report on annaul capital expenditure projects
-	Review & apply for all potential additional funding sources
-	Liaise with the Leadership Team & Curriculum Management
-	Assessment recommendations from the Campus Future groups
-	Assessment recommendations from the Digital Steering Group
-	Agree a rolling IT replacement plan
-	Assessment recommendations from the Sustainabilty Committee
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER								
Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
5.1	Funding and increasing cost pressures will reduce the College's ability to achieve a balanced budget and challenge future sustainability	VP F&R	5	4	20	3	4	12

MITIGATIONS
- Monitor & review the Finance Strategy
- Agree annual budget & longer term plannning with Leadership Team & Board
- Review & report on financial performance to the Leadership Team & Board
- Work with CPG, College Scotland & SFC to lobby for additional sector funding
- Communicate significant financial challenges to Leadership Team, staff & students
- Agree plan to grow non SFC income & reduce costs
- Review & monitor workforce planning
- All staffing changes reviewed & approved by the Executive Team
- Cost modelling of curriculum delivery
- Monitor & update income generation opportunity register
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			Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
	NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER							
5.2	If the College fails to achieve planned activity targets then the SFC may clawback funding increasing the financial sustainability challenge	VP C&Q	3	3	9	2	3	6

MITIGATIONS

- Planning and recommendations from Curriculum Quality & Student Support Committees

- Curriculum portfolio review - increased flexibility, upskilling & retraining opportunities

- Monitor & review application volumes across courses

- Reporting and monitoring of KPIs (KPI Meetings)

- Robust and transparent curriculum planning process

- Further refinement of credits forecasting model

- Refined admissions and inductions procedures

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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
5.3	IF ASET do not grow at sufficient rates THEN gift aid will not meet budgeted levels.	VP F&R	4	3	12	3	2	6

MITIGATIONS
-    VP Finance & Resources appointed as ASET Director
-    Review & update the MOU & Articles of Association
-    Board to approve new ASET chair
-    Review & monitor ASET Business Strategy
-    Encourage exploring new markets
-    Review & monitor ASET financial performance
-    Report ASET financial performance to the Executive Team & Board
-    Board approve all expenditure over £25,000
-    Agree cost recharges for use of College facilties & services
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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
6.1	IF staff do not adhere to key statutory obligations and legislative requirements THEN the College may face significant financial penalties and/or reputational damage may occur	Principal	3	3	9	1	3	3

MITIGATIONS

- Data Protection Officer & Legal advice

- Comprehensive policies and procedures

- Internal audits to review process & compliance

- Staff training & raising awareness

- Engagement with key external stakeholders (Advance HE, SPSO & Scottish Information Commissioner)

- Review & monitoring strategic risk register on a monthly basis

- Leadership Team create a culture & behaviour to ensure compliance with obligations

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NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER

Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
6.2	IF the College is the victim of a cyber attack THEN the College may experience IT systems outages and/or data security breaches, both resulting in significant business disruption	VP F&R	2	4	8	2	3	6

MITIGATIONS

- IT Strategy & IT Security Policy

- Internal audits & robust systems testing

- Appropriate physical security and use of preventative technologies

- Resilient architecture of links between sites

- Monitoring of threat levels through partners

- Use of cloud-based services

- Staff and student training & awareness campaigns.

- Dedicated Information Security Lead role supported by CISO share service.

- Cyber Essentials & accreditation.

- Action plan containing improvement actions.

- User awareness training.

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	NORTH EAST SCOTLAND COLLEGE STRATEGIC RISK REGISTER							
Ref	Objectives and Risks	Risk Owner	Current Likelihood (1 - 5)	Current Impact (1 - 5)	Current Rating (max=25)	Target Likelihood (1 - 5)	Target Impact (1 - 5)	Target Total (max=25)
6.3	New Energy Transition Skills Hub does not meet the College or economic needs and is not financial sustainable	VP F&R	4	4	16	2	3	6

MITIGATIONS

- Ensure project board has appropriate remit and representation

- Add more time to design phase to allow sufficient development and scrutiny.

- Delay signing of lease agreement until College Board satisfied with planning, budgeting and governance

- Engage quantity surveyor to review plans to ensure compliance with College needs

- Engage M&E consultant to review plans to ensure compliance with College needs

- Curriculum plan sufficient activity to ensure buidling is sufficiently utilised

- Plan for efficient design of building so that energy costs are minimised

- Make full use of Shell money to support operational staffing and marketing costs

- Arrange for development time for existing staff, making use of staff from across College and Protocol to backfill where possible

- Work with industrial partners to identify where skilled staff may be sourced or seconded to teach

- Work with industrial partners to identify suitable work placement and training opportunities for staff

- Work with ESP to source suitable placement and training opportunities

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REGIONAL BOARD
Meeting of 13th December 2023

Title: Health & Safety Update

Author: Stuart Thompson Vice Principal Finance & Resources	**Contributor(s):**

Type of Agenda Item:

For Decision ☐

For Discussion ☐

For Information ☒

Reserved Item of Business ☐

Purpose: To provide the Board with an update on the current Health & Safety incidents

Linked to Strategic Theme:

5. Leading Sustainability

Linked to Strategic Risk(s): 5.2

1.5; 5.1; 5.2; 5.5

Executive Summary:

At the October Board meeting concern was raised at the increasing volume of Health & Safety incidents shown in the 2022-23 annual report.

Extract from Annual Report

Accidents

Table 1, Total number of accidents at NESCol

	2018/19	2019/20	2020/21	2021/22	2022/23
All Accidents	28	28	16	21	41

Table 2, Accidents reportable to the HSE

	2018/19	2019/20	2020/21	2021/22	2022/23
RIDDOR[1]	2	1	0	4	3

The accidents reported to the HSE under requirements of the Reporting of Injuries,

Current update

Academic Year	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Total number of accidents	28 of which 2 were reported to HSE	28 of which 1 was reported to HSE	16 of which 0 were reported to HSE	29 of which 4 were reported to HSE	41 of which 3 were reportable to HSE	
August	1	0	0	1	1	2
September	5	6	3	9	12	5
October	4	4	2	1	2	5
Total	10	10	5	11	15	12

The August to October 2023 has seen a slight reduction compared to the previous year.

2023-24 Details

Aug-23	Burn - Hair Tongs
Aug-23	Faint - Student not eaten that morning
Sep-23	Faint - Student not eaten that morning
Sep-23	Knock - sport injury
Sep-23	Knock - sport injury
Sep-23	Slip & Trip
Sep-23	Head Knock - Struck by window
Oct-23	Small Cut to finger
Oct-23	Faint - Student not eaten that morning
Oct-23	Faint - Student not eaten that morning
Oct-23	Faint - Student not eaten that morning
Oct-23	Faint - Student not eaten that morning

6 of the 12 reporting accidents in 2023-24 are Faint - Student not eaten that morning and therefore not accidents.

The increase to 41 accidents was as a result of a clear decision by the College to "return to basics" for the first proper year outside COVID restrictions and their affects. The total of 41 accidents was a direct result of the H&S team encouraging college teams to report ALL accidents however doubtful the validity of them as a real accidents was.

For example we accepted accidents reports of 2 x migraines, 2 x generally unwell, diabetic hypo, stomach pain and 6 x fainting episodes for 2022/23 session, these totalled 12 "accidents" that in previous years we would have not accepted as "arising out of, or in connection with our activities".

For the year 2023/24 The H&S team are actively working with other college teams who report any accidents, to identify and report on real accidents, I would therefore expect the figure for 23/24 to drop back to a more normal level.

Recommendation: The Board to consider the updated information.

Previous Committee Recommendation/Approval (if applicable)**:**

Equality Impact Assessment:

Positive Impact   ☐

Negative Impact   ☐

No Impact   ☒

Evidence: This report is for information only.

REGIONAL BOARD
Meeting of 31 October 2023

Title: First Impressions Survey Results AY 2023-24

Author: Gill Griffin, Director of Quality	Contributor(s): Hayley Ewen, Quality Administrator

Type of Agenda Item:

For Decision ☐

For Discussion ☐

For Information ☒

Purpose: To enable the Regional Board to note the results of the First Impressions Survey AY 2023-24, a key quality improvement tool used to measure levels of student satisfaction.

Key Elements:

The College conducts two key Student Surveys during each academic year, the First Impressions Survey in September/October and the Student Satisfaction and Engagement Survey in March/April.

The First Impressions survey is a measurement tool to allow the College to determine the levels of satisfaction from our full-time students. The First Impressions survey was carried out over a four-week period between 18 September and 13 October 2023. The survey captured student feedback relating to, college induction, curriculum and support services and the overall first impression of college experience.

The AY 2023-24 First Impressions Survey recorded an 88% participation rate, an increase of 2% in comparison to the previous year and a 9% increase in comparison to AY 2021-22. Overall, 94% of students are satisfied with the College, and although a decrease of 1% on the previous academic year, still demonstrates exceptionally high levels of overall satisfaction across the three-year period presented.

The First Impressions Survey report highlights the overall College results for the last 3 years and demonstrates a consistently high level of satisfaction on first impressions of college experience. The College maintained a very high level of student satisfaction across the majority of the 28 statements, with the exception being the Wi-Fi connectivity which has decreased in satisfaction by 12%. This will be reviewed to establish improvements that can be implemented to ensure improvements in student satisfaction is achieved for the remainder of the academic session.

A breakdown at Sector level has been provided in appendices 3.1. - 3.6. Team and course level can be accessed from the College's Power BI Report Server which is accessible for all college staff.

Implications:

The high satisfaction demonstrates the success of the initial integration into college for full time students.

Template Version: February 2020

Recommendations:
It is recommended that Board members note the content of the report.

Distribution List:
Regional Board Members

Equality Impact Assessment:

Positive Impact ☒

Negative Impact ☐

No Impact ☐

Evidence: Process promotes the evaluation of equalities data and informs actions for improvement.

First Impressions Survey Report

AY 2023-24

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1. Overview

The College conducts two key Student Surveys during each academic year, the First Impressions Survey (September/October) and the Student Satisfaction and Engagement Survey (March/April).

The First Impressions Survey is a measurement tool to allow the College to determine the levels of satisfaction from our full-time students. The First Impressions survey was carried out over a four-week period between 18 September and 13 October 2023. The survey captured student feedback relating to, college induction, curriculum and support services and the overall first impression of college experience.

The collection of student feedback allows for early identification of trends which may present a challenge to student success. The curriculum teams and support departments are provided with all qualitative data received and use this to address issues raised and update future practice to improve service delivery.

The Heads of Sector and Curriculum Managers are also issued with quantitative data action reports at course level. The action report identifies survey statements where satisfaction levels were 85% or below, and this allows teams to investigate with individual class groups. The information is also used to support the completion of self-evaluation activities.

Participation Figures

Engagement with the survey is key to gathering data which offers an accurate representation of the student experience. Engagement is monitored across the four week period the survey is live and this information is made available to managerial staff on a weekly basis. This provides an effective support mechanism to target student groups where engagement is low. North East Scotland College (NESCol) achieved the following participation rates:

Academic Year	2021	2022	2023
Number of Full-time Participants	4,673 (+324 or +7%)	5,120 (+447 or +10%)	5,024 (-96 or -2%)
% Participation of FT Students	79% (of 5,907)	86% (of 5,984)	88% (of 5,734)

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The chart below shows the figures of student engagement by sector.

Sector Response Figures
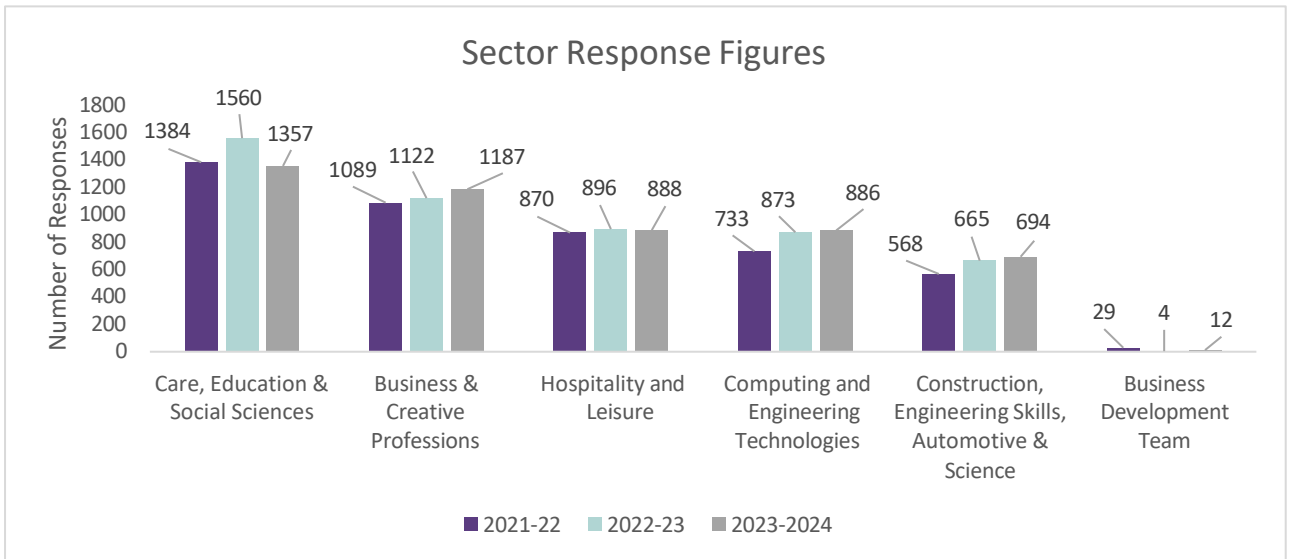
Sector	2021-22		2022-23		2023-24	
	Eligible No. Participants	Actual No. Participants	Eligible No. Participants	Actual No. Participants	Eligible No. Participants	Actual No. Participants
Care, Education & Social Sciences	1,791	1384 (77%)	1,869	1,560 (83%)	1,564	1,357 (87%)
Business & Creative Professions	1,429	1089 (76%)	1,325	1,122 (85%)	1,346	1,187 (88%)
Hospitality and Leisure	1104	870 (79%)	983	896 (91%)	964	888 (92%)
Computing and Engineering Technologies	904	733 (81%)	1,040	873 (84%)	1,049	886 (84%)
Construction, Engineering Skills, Automotive & Science	648	568 (88%)	763	665 (87%)	798	694 (87%)
Business Development Team	31	29 (94%)	4	4 (100%)	13	12 (92%)

Understanding the Data

The survey results table in section two provides details on the number of students who answered each multiple choice statement and the % positive satisfaction for each one. The % positive satisfaction results have been colour coded according to their RAG status. The conditions of the RAG status are as follows:

RAG Colour	Status
	% positive of 85.1% or higher
	% positive between 75.1%-85%
	% positive of 75% or lower

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2. Survey Results

Quantitative Data

The overall positive satisfaction percentage for the survey data AY 2023-24 is 94%. Although the full-time student satisfaction has decreased by 1% in comparison to the previous year, it remains consistently high over the last three-year period.

Academic Year	2021-22	2022-23	2023-24
Overall satisfaction	94%	95%	94%

The College continues to maintain a very high level of student satisfaction across the majority of the 28 statements, demonstrated in the three-year trend table below. The percentage of positive satisfaction relating to the College Wi-Fi connectivity will be reviewed at Leadership and service level to establish improvements that can be implemented to ensure improvements in student satisfaction is achieved for the remainder of the academic session.

Overall College Satisfaction Results			
Application Process	**2021-22**	**2022-23**	**2023-24**
Applying for my course was an easy and straightforward process	96%	96%	96%
The College website was easy to use	94%	95%	94%
The College information on social media was helpful	91%	91%	90%
The College prospectus was informative	94%	95%	94%
The College took account of my qualifications and experience when I applied for the course	97%	97%	97%
Induction/Introduction to College	**2021-22**	**2022-23**	**2023-24**
My first day at College was welcoming and informative	97%	98%	98%
My online induction course was welcoming and informative	93%	92%	92%
I am aware of the range of support available to me from the Student Advice and Support team	95%	96%	97%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	90%	90%	91%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	93%	95%	96%
I am clear about the expected standards of work	98%	98%	98%
I am clear about the expected standards of attendance (if required), punctuality and engagement	99%	99%	99%

	2021-22	2022-23	2023-24
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	97%	92%	96%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	95%	95%	95%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	87%	88%	88%
I can access my Microsoft 365 account including Email and OneDrive	97%	98%	96%
I have been able to access the relevant software for my course	97%	97%	97%
I know how to access support via the Student IT Helpdesk	91%	94%	95%
I was informed about the Students' Association either at my induction or in the first few weeks at college	91%	93%	94%
I am aware of how the Students' Association can support me during my time at college	89%	90%	91%
When on campus I have been able to connect to the College Wi-Fi easily	85%	85%	73%
My Course	**2021-22**	**2022-23**	**2023-24**
I have enjoyed the teaching on the course so far	97%	97%	97%
Since starting, my course has run smoothly	95%	95%	93%
My timetable was clearly explained to me	91%	95%	94%
I think I have chosen the right course	98%	97%	98%
I believe I am treated fairly	99%	99%	98%
I enjoy attending College on campus and remotely	95%	96%	96%
Overall, I am satisfied with the College	98%	98%	97%

3. Qualitative Feedback – Full Time Students

Overview of Qualitative Response Rates

A free text comment box is included in the First Impressions survey. This allows students to provide qualitative comments to which supports their qualitative feedback.

Of the 5,024 survey participants, 747 (15%) opted to write a comment about their experience.

Positive Qualitative Feedback Wakelet

Wakelet is a content curation platform that the College has used to collate and present feedback in an effective visual display. This Wakelet displays instances of positive qualitative feedback provided by students in the AY 2023-24 First Impressions survey. The feedback is presented by sector, which hosts the positive feedback provided by full-time students across all services.

Student Feedback First Impressions Survey 2023-24

Appendices 3.1 – 3.6 provide Sector and Business Development breakdown.

3.1 Sector Data – Hospitality and Leisure

Overall Sector Satisfaction	95.29%					
Application Process	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
Applying for my course was an easy and straightforward process	474	374	31	9	0	95.50%
The College website was easy to use	413	433	31	6	5	95.81%
The College information on social media was helpful	304	420	54	9	101	91.99%
The College prospectus was informative	311	432	41	3	101	94.41%
The College took account of my qualifications and experience when I applied for the course	591	273	22	2	0	97.30%
Induction/Introduction to College	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
My first day at College was welcoming and informative	623	255	8	2	0	98.87%
My online induction course was welcoming and informative	436	387	45	20	0	92.68%
I am aware of the range of support available to me from the Student Advice and Support team	576	297	13	2	0	98.31%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	502	312	63	11	0	91.67%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	651	211	23	3	0	97.07%
I am clear about the expected standards of work	671	207	10	0	0	98.87%
I am clear about the expected standards of attendance, (if required) punctuality and engagement	708	175	4	1	0	99.44%
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	571	284	27	6	0	96.28%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	628	228	27	5	0	96.40%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	488	303	80	17	0	89.08%
I can access my Microsoft 365 account including Email and OneDrive	636	227	21	4	0	97.18%
I have been able to access the relevant software for my course	611	255	20	2	0	97.52%
I know how to access support via the Student IT Helpdesk	599	268	19	2	0	97.64%
I was informed about the Students' Association either at my induction or in the first few weeks at college	560	278	39	11	0	94.37%
I am aware of how the Students' Association can support me during my time at college	535	289	57	7	0	92.79%
When on campus I have been able to connect to the College Wi-Fi easily	286	384	119	92	7	76.05%
My Course	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
I have enjoyed the teaching on the course so far	570	296	21	1	0	97.52%
Since starting, my course has run smoothly	512	334	35	7	0	95.27%
My timetable was clearly explained to me	578	260	45	5	0	94.37%
I think I have chosen the right course	639	235	13	1	0	98.42%
I believe I am treated fairly	675	201	10	2	0	98.65%
I enjoy attending College on campus and remotely	572	279	32	5	0	95.83%
Overall, I am satisfied with the College	611	262	15	0	0	98.31%

3.2 Sector Data – Construction, Engineering Skills, Automotive and Science

Overall Sector Satisfaction	93.60%					
Application Process	Completely Agree	Mostly Agree	Mostly Disagree	Completely Disagree	Not Applicable	Overall Satisfaction
Applying for my course was an easy and straightforward process	395	273	20	6	0	96.25%
The College website was easy to use	310	330	43	9	2	92.49%
The College information on social media was helpful	228	319	60	10	77	88.65%
The College prospectus was informative	261	328	36	6	63	93.34%
The College took account of my qualifications and experience when I applied for the course	415	253	18	8	0	96.25%
Induction/Introduction to College	Completely Agree	Mostly Agree	Mostly Disagree	Completely Disagree	Not Applicable	Overall Satisfaction
My first day at College was welcoming and informative	475	203	12	4	0	97.69%
My online induction course was welcoming and informative	313	315	47	19	0	90.49%
I am aware of the range of support available to me from the Student Advice and Support team	447	219	24	4	0	95.97%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	387	244	52	11	0	90.92%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	448	190	46	10	0	91.93%
I am clear about the expected standards of work	539	147	7	1	0	98.85%
I am clear about the expected standards of attendance, (if required) punctuality and engagement	541	143	9	1	0	98.56%
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	476	188	27	3	0	95.68%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	464	194	24	12	0	94.81%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	403	199	72	20	0	86.74%
I can access my Microsoft 365 account including Email and OneDrive	459	188	37	10	0	93.23%
I have been able to access the relevant software for my course	445	222	24	3	0	96.11%
I know how to access support via the Student IT Helpdesk	410	234	44	6	0	92.80%
I was informed about the Students' Association either at my induction or in the first few weeks at college	406	233	43	12	0	92.07%
I am aware of how the Students' Association can support me during my time at college	394	233	50	17	0	90.35%
When on campus I have been able to connect to the College Wi-Fi easily	204	226	103	98	63	68.15%
My Course	Completely Agree	Mostly Agree	Mostly Disagree	Completely Disagree	Not Applicable	Overall Satisfaction
I have enjoyed the teaching on the course so far	468	208	16	2	0	97.41%
Since starting, my course has run smoothly	434	228	28	4	0	95.39%
My timetable was clearly explained to me	445	201	37	11	0	93.08%
I think I have chosen the right course	495	183	14	2	0	97.69%
I believe I am treated fairly	532	148	12	2	0	97.98%
I enjoy attending College on campus and remotely	472	202	13	7	0	97.12%
Overall, I am satisfied with the College	497	183	12	2	0	97.98%

3.3 Sector Data - Computing and Engineering Technologies

Overall Sector Satisfaction			93.07%			
Application Process	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
Applying for my course was an easy and straightforward process	510	348	23	5	0	96.84%
The College website was easy to use	429	383	53	11	10	92.69%
The College information on social media was helpful	289	342	73	14	168	87.88%
The College prospectus was informative	352	384	44	7	99	93.52%
The College took account of my qualifications and experience when I applied for the course	562	296	24	4	0	96.84%
Induction/Introduction to College	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
My first day at College was welcoming and informative	591	272	14	9	0	97.40%
My online induction course was welcoming and informative	435	356	57	38	0	89.28%
I am aware of the range of support available to me from the Student Advice and Support team	519	323	39	5	0	95.03%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	474	309	82	21	0	88.37%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	621	230	27	8	0	96.05%
I am clear about the expected standards of work	653	221	10	2	0	98.65%
I am clear about the expected standards of attendance, (if required) punctuality and engagement	719	158	9	0	0	98.98%
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	576	264	41	5	0	94.81%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	596	230	45	15	0	93.23%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	470	290	98	28	0	85.78%
I can access my Microsoft 365 account including Email and OneDrive	674	183	19	10	0	96.73%
I have been able to access the relevant software for my course	640	221	24	1	0	97.18%
I know how to access support via the Student IT Helpdesk	546	269	64	7	0	91.99%
I was informed about the Students' Association either at my induction or in the first few weeks at college	526	277	55	28	0	90.63%
I am aware of how the Students' Association can support me during my time at college	485	281	91	29	0	86.46%
When on campus I have been able to connect to the College Wi-Fi easily	324	298	77	79	108	79.95%
My Course	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
I have enjoyed the teaching on the course so far	517	329	32	8	0	95.49%
Since starting, my course has run smoothly	461	293	90	42	0	85.10%
My timetable was clearly explained to me	543	243	66	34	0	88.71%
I think I have chosen the right course	635	235	13	3	0	98.19%
I believe I am treated fairly	682	178	17	9	0	97.07%
I enjoy attending College on campus and remotely	551	298	27	10	0	95.82%
Overall, I am satisfied with the College	565	274	35	12	0	94.70%

3.4 Sector Data - Business and Creative Professions

Overall Sector Satisfaction	93.61%					
Application Process	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
Applying for my course was an easy and straightforward process	705	433	36	13	0	95.87%
The College website was easy to use	538	538	68	19	24	92.52%
The College information on social media was helpful	382	527	99	18	161	88.60%
The College prospectus was informative	437	541	65	11	133	92.79%
The College took account of my qualifications and experience when I applied for the course	828	335	13	11	0	97.98%
Induction/Introduction to College	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
My first day at College was welcoming and informative	887	270	16	14	0	97.47%
My online induction course was welcoming and informative	644	453	53	37	0	92.42%
I am aware of the range of support available to me from the Student Advice and Support team	745	389	45	8	0	95.53%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	669	398	97	23	0	89.89%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	869	260	37	21	0	95.11%
I am clear about the expected standards of work	886	274	20	7	0	97.73%
I am clear about the expected standards of attendance, (if required) punctuality and engagement	967	203	8	9	0	98.57%
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	773	346	52	16	0	94.27%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	847	274	46	20	0	94.44%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	650	368	142	27	0	85.76%
I can access my Microsoft 365 account including Email and OneDrive	915	217	41	14	0	95.37%
I have been able to access the relevant software for my course	879	277	24	7	0	97.39%
I know how to access support via the Student IT Helpdesk	757	373	43	14	0	95.20%
I was informed about the Students' Association either at my induction or in the first few weeks at college	783	326	54	24	0	93.43%
I am aware of how the Students' Association can support me during my time at college	713	366	80	28	0	90.90%
When on campus I have been able to connect to the College Wi-Fi easily	302	451	237	158	39	65.59%
My Course	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
I have enjoyed the teaching on the course so far	776	362	43	6	0	95.87%
Since starting, my course has run smoothly	681	425	64	17	0	93.18%
My timetable was clearly explained to me	837	305	36	9	0	96.21%
I think I have chosen the right course	868	290	20	9	0	97.56%
I believe I am treated fairly	948	212	17	10	0	97.73%
I enjoy attending College on campus and remotely	777	346	46	18	0	94.61%
Overall, I am satisfied with the College	814	343	20	10	0	97.47%

3.5 Sector Data - Care, Education and Social Sciences

Overall Sector Satisfaction	95.82%					
Application Process	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
Applying for my course was an easy and straightforward process	909	591	46	14	0	96.32%
The College website was easy to use	750	526	51	9	21	95.51%
The College information on social media was helpful	595	510	67	17	168	92.94%
The College prospectus was informative	628	533	38	8	150	96.19%
The College took account of my qualifications and experience when I applied for the course	1009	312	29	7	0	97.35%
Induction/Introduction to College	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
My first day at College was welcoming and informative	1080	255	19	3	0	98.38%
My online induction course was welcoming and informative	807	450	73	27	0	92.63%
I am aware of the range of support available to me from the Student Advice and Support team	1016	314	24	3	0	98.01%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	920	342	75	20	0	93.00%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	1111	217	25	4	0	97.86%
I am clear about the expected standards of work	1072	266	16	3	0	98.60%
I am clear about the expected standards of attendance, (if required) punctuality and engagement	1141	203	11	2	0	99.04%
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	1004	310	34	9	0	96.83%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	1084	236	28	9	0	97.27%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	895	350	88	24	0	91.75%
I can access my Microsoft 365 account including Email and OneDrive	1086	219	46	6	0	96.17%
I have been able to access the relevant software for my course	1043	281	25	8	0	97.57%
I know how to access support via the Student IT Helpdesk	1057	261	33	6	0	97.13%
I was informed about the Students' Association either at my induction or in the first few weeks at college	1023	285	42	7	0	96.39%
I am aware of how the Students' Association can support me during my time at college	945	337	59	16	0	94.47%
When on campus I have been able to connect to the College Wi-Fi easily	440	566	219	115	17	75.07%
My Course	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
I have enjoyed the teaching on the course so far	974	365	14	4	0	98.67%
Since starting, my course has run smoothly	923	383	46	5	0	96.24%
My timetable was clearly explained to me	1049	267	35	6	0	96.98%
I think I have chosen the right course	1078	259	15	5	0	98.53%
I believe I am treated fairly	1108	227	18	4	0	98.38%
I enjoy attending College on campus and remotely	1005	309	34	9	0	96.83%
Overall, I am satisfied with the College	1055	279	19	4	0	98.31%

3.6 Sector Data – Business Development

Overall Sector Satisfaction						90.82%
Application Process	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
Applying for my course was an easy and straightforward process	4	7	1	0	0	91.67%
The College website was easy to use	6	0	3	0	3	66.67%
The College information on social media was helpful	3	2	0	0	7	100.00%
The College prospectus was informative	2	3	2	0	5	71.43%
The College took account of my qualifications and experience when I applied for the course	4	7	1	0	0	91.67%
Induction/Introduction to College	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
My first day at College was welcoming and informative	8	3	1	0	0	91.67%
My online induction course was welcoming and informative	4	6	0	2	0	83.33%
I am aware of the range of support available to me from the Student Advice and Support team	5	7	0	0	0	100.00%
I know how to access advice about student funding (e.g. bursaries, childcare) if I need it	6	2	3	1	0	66.67%
I know who to contact if I am absent for face-to-face classes or unable to attend online sessions and how to complete the Absence Form when I return	6	6	0	0	0	100.00%
I am clear about the expected standards of work	7	5	0	0	0	100.00%
I am clear about the expected standards of attendance, (if required) punctuality and engagement	9	3	0	0	0	100.00%
I know about the College's health and safety arrangements (fire alarms, evacuation procedures, safety online etc.)	8	4	0	0	0	100.00%
I received an introduction to MyNESCol and Blackboard (the College's Virtual Learning Environment)	7	4	0	1	0	91.67%
I know how to access the online Library e-resources (ebooks, journals etc.) via MyNESCol	3	5	3	1	0	66.67%
I can access my Microsoft 365 account including Email and OneDrive	7	5	0	0	0	100.00%
I have been able to access the relevant software for my course	6	6	0	0	0	100.00%
I know how to access support via the Student IT Helpdesk	6	4	2	0	0	83.33%
I was informed about the Students' Association either at my induction or in the first few weeks at college	6	5	0	1	0	91.67%
I am aware of how the Students' Association can support me during my time at college	5	6	0	1	0	91.67%
When on campus I have been able to connect to the College Wi-Fi easily	5	2	0	0	5	100.00%
My Course	**Completely Agree**	**Mostly Agree**	**Mostly Disagree**	**Completely Disagree**	**Not Applicable**	**Overall Satisfaction**
I have enjoyed the teaching on the course so far	4	7	1	0	0	91.67%
Since starting, my course has run smoothly	4	5	2	1	0	75.00%
My timetable was clearly explained to me	6	6	0	0	0	100.00%
I think I have chosen the right course	5	6	1	0	0	91.67%
I believe I am treated fairly	7	5	0	0	0	100.00%
I enjoy attending College on campus and remotely	5	6	0	1	0	91.67%
Overall, I am satisfied with the College	6	6	0	0	0	100.00%

REGIONAL BOARD
Meeting of 13 December 2023

Title: Governance Update	
Author: Susan Lawrance, Board Secretary	**Contributor(s):**

Type of Agenda Item:

For Decision ☐

For Discussion ☐

For Information ☒

Reserved Item of Business ☐

Purpose: To enable the Regional Board to receive an update on Board Membership, including the adoption of new trade union members.

Linked to Strategic Theme:

3. Advancing Partnership Working

Linked to Strategic Risk(s):

Executive Summary:
To bring to the Board's attention changes to the Regional Board Membership.

Recommendation: It is recommended that the Regional Board note the update for information. Once further information regarding nominated Trade Union Members is available this will be shared with Members.

Previous Committee Recommendation/Approval (if applicable)**:**
Regional Board, (June 2020)

Equality Impact Assessment:

Positive Impact ☒

Negative Impact ☐

No Impact ☐

Evidence:

Regional Board Membership

Trade Union Members:

As some members may recall in June 2020 the Regional Board approved the arrangement to enable two Trade union Nominees to attend Regional Board Meetings in an observer's capacity, until such time as planned new legislation changing the composition of Boards was enacted. The planned legislation has now been laid by Ministers, with a Draft Order presented to Scottish Government to allow two recognised trade union nominees on boards of incorporated colleges and regional strategic bodies. A revised timeline for the planned legislation was provided by the Good Governance Steering Group in late October, with the requirement that new trade union nominees become Board Members by 31 January 2024, for a similar term of office as non-executive Members (4 years).

An agreed election process leading to appointment to the Board will be carried out by the recognised trade unions, (EIS for academic and academic related staff and UNISON for professional support staff). The selection criteria for candidates have been agreed with candidates required to be a member of college staff and preferably be an active trade union representative; or be involved in the running of the local branch; or regularly attend national branch meetings. Following appointment the two Nominees will receive an internal Induction to the Board and its Committees, and will also be required to complete the sector induction process delivered by CDN. It is thought that CDN will also offer specific training tailored to Trade Union Nominees which will provide guidance on the management of conflicts of interest.

The Governance Manual and Terms of Reference will, in due course, be updated to reflect the changes and these will be presented for approval to the Regional Board in March 2024.

New Board Members: Members are asked to welcome Caroline Laurenson who has recently joined the Board as a non-executive Member. Members are also asked to welcome Leanne Ross, who is joining the Regional Board as the Unison observer as Gwen Watt steps down.

Board Vacancies: Following the resignation of Andy Rodden and the ongoing Board vacancies a new recruitment campaign for non-executive members will commence in early 2024. Once the advertisement goes live the link will be sent to Members, with the plea that this be shared with all networks.