

REGIONAL BOARD

MINUTE OF MEETING

Minute of the Meeting of the Regional Board of North East Scotland College, held on Tuesday 30 September 2025 at 10:00am in the Exhibition Space of the Energy Transition Skills Hub, Altens, Aberdeen.

<p>Agenda Item</p>	<p>Present: Susan Elston, Regional Chair Jim Gifford Bryan Hutcheson Iain Watt Sheena Ross Duncan Cockburn Mark Fotheringham Cindy Dempster Neil Cowie Leona McDermid Ellie Zemani Gerry Lawrie Ewan Ratray Emma MacIsaac Mickey Dugan Paul Butters</p> <p>In Attendance: Robin McGregor, Vice Principal, Curriculum & Quality Stuart Thompson, Vice Principal, Finance & Resources Susan Lawrance, Secretary to the Board Karen Fraser, Minute Secretary</p> <p>Guest Attendee: Robert Laird, Head of Planning and Academic Partnerships (for Agenda Item 07-25)</p> <p>Regional Chair S Elston welcomed all attendees to the ETSH for the first Meeting of AY2025/26, new Members were introduced, and E MacIsaac's new role was acknowledged.</p>
<p>01-25/26</p>	<p>Apologies for Absence Apologies were received in advance from C Laurenson and A Watt.</p>
<p>02-25/26</p>	<p>Declaration of any Potential Conflicts of Interest in Relation to Any Agenda Items J Gifford declared a transparency statement by virtue of his position with Aberdeenshire Council. L McDermid declared a transparency statement by virtue of her position with Aberdeen Foyer.</p>
<p>03-25/26</p>	<p>Minute of the Previous Meeting (June 2025) The Minute was approved as a true and accurate record.</p>
<p>04-25/26</p>	<p>Matters Arising from the Previous Meeting (June 2025) Attention was drawn to the updates applied to the 5 Matters Arising captured in the shared report.</p> <p>Regarding the action arising from Agenda Item 77-24, N Cowie shared insights from the 29/09/25's ETSH opening and the roundtable event held at RGU, both of which FM J Swinney attended.</p> <p>Action: NESCol to revert back to ECITB in relation to Agenda Item 94-24.</p>

	Matters for Decision
05-25/26	Regional Board Terms of Reference Members were asked to review the shared Terms of Reference. Decision = Approved as presented.
06-25/26	Regional Board Draft Programme of Business Members were asked to consider the proposed Programme of Business for the upcoming AY, recognising that amendments and additions can be applied as necessary. Decision = Approved as presented.
	Guest Attendee R Laird joined the Meeting at 10:16am
07-25/26	Strategic Plan Sub-Strategies (R McGregor/R Laird) The 6 Sub-Strategies were presented to Regional Board Members for approval. The accompanying Paper outlined the mapping process and next steps. R Laird summarised each Sub-Strategy's clear ambition, key objectives, and how these will be achieved. It was noted that both the visuals and the language used differ to that of previous strategic plans, and the existence of operational risk matrices behind these high-level documents was confirmed. The proposed timeline for the formal launch for staff and students was shared, post-approval by Regional Board Members. Teasers of the Strategic Plan taglines and images have already been included in College-wide communications. In response to a query raised regarding maintaining momentum over the 5 years, R McGregor confirmed referencing the Sub-Strategies in annual enhancement plans and team evaluations, normalising their contained language and phraseology, and attaining a staff-wide understanding of individuals' roles in delivering their aims. The ability to monitor progress and provide updates to Regional Board was confirmed because of SLT's collective ownership of and responsibility for each of the Sub-Strategies. Use of the same format when publishing results communication was suggested, in order to facilitate tie-in comprehension. A similar mapping exercise when drawing up Regional Board Meeting Agendas was encouraged. The suitability of the SLE model captured in the Our Student Experience Sub-Strategy was briefly considered. A lack of definition to some of the measurables included in Our Digital, Our Spaces and Our Secure Future, and the implications of monitoring were pinpointed. R McGregor acknowledged that some finesse is still to be applied to some of the "Hows". Further discussion outside the Meeting was welcomed and subsequently scheduled. Within the Strategic Plan, the use of the terminology referencing everyone who "falls under our wing" was discussed. Conversation topics for inclusion at the Regional Board's Strategy Event were noted, recognising the need and intent to incorporate landscape changes in to the 5-Year Plan.
	Guest Attendee R Laird left the Meeting at 10:52am
	Matters for Discussion
08-25/26	AY2024/25 Annual Accounts Update (S Thompson)
09-25/26	AY2025/26 Budget Position/Financial Planning (S Thompson)
	Comfort Break 11:37am – 11:51am
10-25/26	Start of Year Position (Including Enrolments and Projected Credits) (R McGregor)

11-25/26	Lessons Learnt Report (TQS) (R McGregor)
12-25/26	SFC Published KPIs AY2023/24 Report (R McGregor)
13-25/26	<p>Health and Safety Annual Report (S Thompson) Reference was made to Appendix 1 which contained detail pertaining to Health and Safety matters throughout 2025.</p> <p>The comprehensive nature and the positivity of the Report was noted, together with an observation put forward regarding the interaction with the Wellbeing Day offers by staff.</p>
14-25/26	ASET Risk Register and Verbal Update (S Thompson/R McGregor)
15-25/26	Strategic Risk Register (S Thompson)
16-25/26	<p>Update on ALF Funded Projects – Tribal EBS Student Records System and Data Analyst Position (S Thompson/R McGregor) Owing to time constraints, this Item was not discussed. Action: To be added to the Agenda of the 10/12/25 RB Meeting.</p>
17-25/26	<p>Report by the Regional Chair (S Elston) S Elston summarised her key messages, in particular, those from engagement with Colleges Scotland and College Employers Scotland.</p>
18-25/26	Report by the Principal (N Cowie)
19-25/26	<p>Report by Committee Chairs (S Elston; J Gifford; S Ross) Members noted the Report by the Committee Chairs, with Chairs from the F&R and the A&R Committees invited to highlight the salient points from Meetings held.</p> <p>Action: J Reid to be invited to share an ASET Update at the 10/12/25 RB Meeting.</p>
20-25/26	Estates Update (S Thompson)
	Matters for Information
21-25/26	<p>Governance Update (S Lawrance) High-level updates were captured in the Executive Summary. S Lawrance confirmed ongoing work with Committee Chairs to arrange one in-person Meeting per Committee per AY and advised of adjustments to some membership lists.</p> <p>An amendment to the HOLD in calendars on 20/01/26 originally for a Strategy Event but now for a Board Development Day was shared.</p> <p>Members were encouraged to familiarise themselves with the External Effectiveness Review on NESCol's website in preparation for the 2026 Review of the same.</p> <p>Members noted the information provided. Action: Gillies Report to be added to the Agenda of the 26/11/25 A&R Committee Meeting.</p>
22-25/26	<p>Any Other Business Presentation of Insurance Policies In response to a query raised regarding Members having sight of insurance policy documents, it was confirmed that these have previously featured on the F&R Committee's PoB. Action: Insurance Policies to be shared for information at 26/11/25 F&R Committee Meeting.</p> <p>DYW Hosting</p>

23-25/26	Summation of Actions and Date of Next Meeting S Lawrance provided a summary of the identified actions. The next Meeting was confirmed as Wednesday 10 December 2025 at 10:00am, to be held at the ETSH in Altens.
	NESCol staff (including Minute Secretary) and SA Members left the Meeting at 1:20pm
24-25/26	Private Reserved Matter for Discussion Principal's Objectives

Actions from the Regional Board Meeting of 30 September 2025			
Agenda Item	Action	Responsible Person	Deadline
04-25/26	Matters Arising: NESCol to revert back to ECITB in relation to guest presenter attendance at Short SLT/RB Meeting (Agenda Item 94-24).	Board Sec	ASAP
11-25/26	Lessons Learnt Report Update:		
16-25/26	Update on ALF Funded Projects (Tribal EBS Student Records System and Data Analyst Position): to be added to the Agenda of the 10/12/25 RB Meeting.	Board Sec	04/11/25
19-25/26	Chairs Committee Meeting: J Reid to be invited to share an ASET Update at the 10/12/25 RB Meeting.	Board Sec	ASAP
20-25/26	Estates Update:		
21-25/26	Governance: Gillies Report to be added to the Agenda of the 26/11/25 A&R Committee Meeting.	Board Sec	21/10/25
22-25/26	Insurance Policies: to be shared for information at 26/11/25 F&R Committee Meeting.	S Thompson	26/11/25

Signed: S Elston, Regional Board Chair

Dated: 10.12.25