



REGIONAL BOARD

NOTE OF MEETING

Minute of the meeting of the Regional Board of North East Scotland College, held on Wednesday 13 December 2023 at 1000 hours in M102, Altens Campus.

Agenda Item	<p>Present: Susan Elston (Regional Chair) Neil Cowie Jim Gifford Bryan Hutcheson Carrie Beaton Sheena Ross Caroline Laurenson Iain Watt Mark Fotheringham Cindy Dempster David Blackhall Duncan Cockburn Dave Anderson</p> <p>In attendance via Teams: Leona McDermid</p> <p>Trade Union Observer: Leanne Ross, Unison</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 attendees: Atholl Menzies, ASET Chief Executive & Executive Director (for Agenda Item 28-23) Ian Gossip, ASET Interim Chair (for Agenda Item 28-23) Anne MacDonald, Audit Scotland (for Agenda Item 30-23A, brought forward to be first Item discussed) Susan Grant, Strategic Lead, Energy Transitions (for Agenda Item 32-23) Kirsty Pettitt, Student Engagement and Wellbeing Manager (for Agenda Item 33-23)</p>
23-23	<p>Welcome Regional Chair S Elston welcomed all in-person and virtual attendees.</p>
30-23A (Item brought forward)	<p>Annual Audit Report 2022-23 External Audit – Audit Scotland</p>
	<p>Guest attendee A MacDonald left the meeting at 10:09am</p>
24-23	<p>Apologies for Absence Apologies were received in advance from G Watt and N McLennan.</p>

	S Elston greeted new members L Ross and C Laurenson.
25-23	<p>Declaration of any Potential Conflicts of Interest in relation to any Agenda Items</p> <p>L McDermid declared a potential conflict of interest by virtue of her position with Aberdeen Foyer.</p> <p>J Gifford declared a potential conflict of interest by virtue of his position with Aberdeenshire Council.</p> <p>S Lawrance declared a potential conflict of interest on behalf of L Ross by virtue of her position with Unison.</p>
26-23	<p>Minute of Previous Meeting (11.10.23)</p> <p>The Minute was approved as a true and accurate record.</p>
27-23	<p>Matters Arising from the Previous Meeting (11.10.23)</p> <p>Members noted that all matters arising had been addressed.</p> <p>It was confirmed that the issuing of invites to S Elston to attend Community Planning Partnership Aberdeenshire meetings is progressing.</p>
	Guest attendees A Menzies and I Gossip joined the meeting at 10:15am
	Reserved Matters for Decision
28-23	ASET – Annual Report by the Chief Executive (Presentation)
	Guest attendees A Menzies and I Gossip left the meeting at 10:49am
29-23	ASET

30-23	Audited 2022-23 Financial Statements
	L Ross left the meeting at 12:15pm
31-23	Voluntary Severance (VS) Scheme

	L Ross re-joined the meeting at 12:22pm
	Guest attendee S Grant joined the meeting at 12:25pm
	Reserved Matters for Discussion
32-23	Energy Transition Skills Hub Update/Report
	Guest attendee S Grant left the meeting at 1:04pm
	Guest attendee K Pettitt joined the meeting at 1:04pm
	Matters for Decision
33-23	<p>SA Partnership Agreement (K Pettitt) Guest attendee K Pettitt joined the meeting in order to present the updated Partnership Agreement, highlighting new projects focused on addressing the Cost of Living crisis. The work of the SA was commended by S Elston on behalf of the Regional Board.</p> <p>The Board approved and endorsed the SA Partnership Agreement.</p>
	Guest attendee K Pettitt left the meeting at 1:06pm
	Matters for Discussion
34-23	<p>Strategy Event – Next Steps Members referred to the event held on 22/11/23 and acknowledged the disappointment on the facilitation, but highlighted the quality of individual table discussions, observations of the day were shared and provision of likely feedback to SDA in the new year was detailed. A timeline for onward progression of the Strategic Plan will be presented at the Regional Board's 20/03/24 meeting.</p>
	Reports to the Board

35-23	Report by the Regional Chair Including National Bargaining Update (S Elston)
36-23	Report by the Principal (N Cowie) N Cowie highlighted the key takeaways from his submitted report. Congratulations on the CDN awards and commendations were expressed by members.
37-23	Report by Committee Chairs Members noted the Report by the Committee Chairs, with S Ross, J Gifford and B Hutcheson providing brief overviews of meeting content. Members of the Audit and Risk Committee suggested that S Elston convey her dissatisfaction with the handling of the External Audit as undertaken by Audit Scotland. As noted by members of the Curriculum and Quality Committee, the Student Support team and the Students Association were commended for work initiated and ongoing. Appreciation was expressed for the Business and Community Development Update presentation delivered by D Abernethy at the 30/11/23 meeting.
	Matters for Information
38-23	Strategic Risk Register S Thompson updated Members on changes applied to the SRR, following their approval at the Audit and Risk Committee Meeting of 29/11/23. The request to review the ETZ Risk was noted by S Thompson.
39-23	Opportunity Register It was confirmed to Members that work continues on the Register, the format of which is based on the SRR. Presentation at the Finance and Resource Committee meeting on 21/02/24 is anticipated.
40-23	Health and Safety Update S Thompson summarised the shared report, detailing a slight reduction in accident reporting for the period August – October 2023 when compared to the same period in the previous year and recognised that the data captured within the Annual Report and presented to Regional Board at the 11/10/23 meeting would have benefitted from being filtered.
41-23	First Impressions Survey Results AY2023-24 Members were invited to digest the largely positive results from the Survey. Members noted the information provided, including feedback provided by ITTS in relation to the experienced Wi-Fi outage.
	I Watt and S Thompson left the meeting at 1:33pm
	Reserved Matters for Information
42-23	Credits Activity Update and Forecast
	L Ross left the meeting at 1:34pm
	Governance Matters for Information
43-23	Governance Update (S Lawrance)

	NESCol and SA staff members left the meeting at 1:35pm
	Any Other Business
	Private Reserved Matters for Information
44-23	Principal's Performance Management Objectives

Actions from the Regional Board Meeting of 11 October 2023			
Agenda Item	Action	Responsibility	Deadline
31-23	Voluntary Severance (VS Scheme):		
32-33	Energy Transition Skills Hub:		

Signed: S Elston, Regional Chair

Date: 20.03.24