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REGIONAL BOARD REPORT

BORDERS COLLEGE REGIONAL BOARD

Subject: Board Secretary's Report and Note of Member Responsibilities	**Purpose:** **For Approval** ☐ **For Discussion** ☐ **For Information** ☒
Prepared by: Ingrid Earp	**Date: 5 Oct 2021**

Purpose:

Linked to Strategic Ambition: Take a leading role in enabling an inclusive, resilient and sustainable Scotland

Performance Measures: Recogise nationally as a progressive organisation

Linked to Strategic Risk Register: New Risk (outwith themes)

New Risk Commentary:

Executive Summary:

There are three main parts to the Board Secretary's Report for this meeting.

1. Chair recruitment
2. Training
3. Board Planning and Strategy Day
4. Note of Member Responsibilities

Chair recruitment is now underway with an anticipated start date in February 2022 should a suitable candidate be identified.

Members are reminded that a number of training events are available to them. The College Development Network hosts the majority of these and the Board Secretary will circulate them, and other opportunities, as they arise.

The Board Planning and Strategy Day is scheduled to take place on 11 November.

The role of Board Member is a responsible one and Members are encouraged to refresh their understanding of this, and awareness of what the role involves. Links to all relevant documents can be found on the Board web pages.

Recommendation: Board to note the content of the report.

Previous Committee Approvals:

For publication ☒	**For publication with redactions** ☐	**Not for publication** ☐

Board Secretary's Report and Note of Board Member Responsibilities

Chair Recruitment

Since my final report of the last academic year the process to appoint a permanent Chair of the Regional Board has begun. On July 7th a meeting was arranged by members of the Public Appointments team at Scottish Government to which the Principal, Interim Chair, Interim Vice Chair and Board Secretary were invited, along with the proposed members of the selection panel. The purpose of this was for us to provide insight as to the sort of person the College would require in a Chair, and the attributes we felt would be essential for a Chair to have in order to succeed in the role. It was also to allow the Public Appointments Team to outline their timeline for the whole process.

Other than to promote the vacancy Borders College Board does not have any further involvement in the recruitment of the Chair after this point.

The Public Appointments timeline has interviews being held on 26, 27, 28 October with uptake of appointment scheduled for February 2022.

Training

The College Development Network (CDN) have a number of new training opportunities in place for 2021/22 (https://professionallearning.collegedevelopmentnetwork.ac.uk/course/index.php?categoryid=51) , they are all online at the moment making participation easier so please do sign up if you are interested. Remember to let me know if you attend as part of our reporting is collecting data on Board Member training.

I attended the Exploring College Governance session at the end of September which was based around the outcomes of some ESRC funded research into College Governance across the UK. Eight Colleges were involved in the research, two from each of the nations. On the whole it was insightful and useful and the breakout sessions were illuminating in the sense that there were Board Members, staff, Chairs, students and Board Secretaries there who had a very diverse approach to governance.

Board Strategy and Planning Day

This is scheduled to take place on 11 November and will be an opportunity to think more about the Strategic Ambition and the future focus of the College, and also, to interact with and undertake some group work with fellow Board Members.

Board Member Responsibilities

It seems timely at the start of a new academic year to remind everyone of their responsibilities as Board Members. It was also flagged as an area of slight concern in the self-evaluation undertaken at the end of the last session. The role of Board Member is responsible and accountable and all Members are encouraged to remind themselves regularly of the undertakings of Board membership.

The first place to go to for guidance on being a Board Member and for a reminder about what the role entails is the CDN document, Guide for Board Members in the College Sector. Board Membership and all aspects of good governance is laid out in the Code of Good Governance 2016.

All Board Members at Borders College are also Charitable Trustees so the Office of the Scottish Charity Regulator (OSCR) have published guidance about what this entails.

Underpinning all public appointments in Scotland there is expectation that the Nine Principles of Public Life will be adhered to.

All the documents referred to above along with others that you may find useful in your role as Board Members can be found on our Board web pages http://board.borderscollege.ac.uk/resources/. Our own governance documents including the Code of Conduct for Board Members can be found on our web pages too http://board.borderscollege.ac.uk/code-of-governance/.

The Chair, Board Secretary and Senior Independent Member (SIM) can also be approached for advice or guidance at any time.