P

REGIONAL BOARD

14 December 2023

BORDERS COLLEGE REGIONAL BOARD

Board Secretary's Update

1.0 PURPOSE OF PAPER

For discussion

1.1 The paper is to inform Members of any changes in governance guidance or legislation and to remind them about their duties as Board Members.

2.0 EXECUTIVE SUMMARY

2.1 Usually the Board Secretary will report on any recent Governance Professional/Board Secretary Network events, updates on governance guidance and remind Members about training and the duties they have undertaken as Board Members.

3.0 RECOMMENDATION(S)/ACTION(S) REQUIRED

3.1 I recommend that the Regional Board: -

3.1.1 note the paper and raise any questions with the Board Secretary out with the meeting.

4.0 BOARD SECRETARY'S REPORT

4.1 The latest Governance Professional's Network (GPN) meeting was held online on 5 December. This is an invaluable network for all Governance Professionals/Advisors/Board Secretaries given there is only one person holding this post in each College. Sharing of information, experiences and concerns is extremely useful.

4.1.1 Board Recruitment. All GPs expressed concern about recruitment of independent Members and numbers (and quality) of applicants for vacant posts. Good practice was shared and all GPs who contributed noted that recruitment was largely carried out by the GP in the interests of saving money.

4.1.2 Recruitment of Trade Union Board Members. Parliament has now passed the legislation which cites that two trade union Board Members should be recruited/elected to college boards. In most colleges it will be EIS and Unison who the Members are drawn from. An election process has been drawn up for Unions and the Board Secretary will be expected to liaise with Unions to ensure the process is followed. Members have to be employed by the college of the Board they wish to put themselves forward for. If only one or none of these Membership vacancies are able to be filled a full audit trail should be held and the outcomes

conveyed to the relevant bodies. The intention is to have Union Board Members ratified by Board by 31 January 2024 where possible. They will sign up to the same terms and conditions and Code of Conduct as all other Board Members including other staff and students.

4.2 Borders College Board Recruitment. A successful round of recruitment was held recently with new Member appointments recommended to the Minister. If approved the new Members would join the Board on 15 January 2024. Although a small number of applications were received the quality of the candidates was such that appointments could be made that were judged likely to contribute to the Board and add to the skills and experience mix of current Members.

4.3 Training. All Members are encouraged to undertake training that is relevant to them and their role on the Board. Some is self-paced while other sessions are on a given day/time and allow interaction with other Members from across the Scottish college board network. See Appendix one for the latest list of bookable training available from the College Development Network (CDN) which is online but in 'real time' and which is currently free for Board Members. Training which Members have attended forms part of our External Evaluation which all Boards have to undertake regularly. All Board Members are registered with CDN, if you have difficulty accessing the booking please contact Ingrid who will be able to help you. I've undertaken Moving into Governance: The Real Work of the Board and I found it one of the most interactive and thought-provoking courses I've done. The title is somewhat misleading as it's really for current Members, Chairs and Secretaries.

4.3.1 Appendix two lists all the self-paced training which you can drop in and out of as it suits you. Again, if you have any problems registering please contact Ingrid.

4.3.2 Please also inform Ingrid of any training or development you've undertaken from CDN or elsewhere that could contribute to your role as Board Member.

5.0 IMPLICATIONS AND CONSIDERATIONS

5.1 Financial Implications

5.2 Learner Implications

5.3 Staff Implications

5.4 Equality and Diversity Implications/Equality Impact Assessment

5.5 Sustainability/Environmental Implications

6.0 RISK COMMENTARY

6.1 The paper is for information, there are no proposed actions or decisions required.

7.0 CONCLUSION

7.1 Members are asked to raise questions or direct any queries directly to the Board Secretary.

I Earp

Board Secretary

Previous Board or College Committee Approvals: None

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For publication ☒	**Not for publication** ☐ **If not, why not?**

Appendix 1 – bookable training

CDN NATIONAL COLLEGE GOVERNANCE TRAINING 2023-24

Theme	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024
Board Member Inductions	**Student Members:** 31 Aug / 1 Sep 1000–1230		17 Oct 100–1230 **Staff Members:** 31 Oct 1000–1230	14 Nov 1000–1230	12 Dec 1000–1230	30 Jan 1000–1230		5 Mar 100–1230	9 Apr 1000–1230 30 Apr 1000–1230
Meet the Stakeholders				**Student Experience and Engagement** 8 Nov 1000–1200					**Policy and Funding** 16 Apr 1000–1200
Governance Topics Series	**Impact of External Governance Reviews** 29 Aug 1000–1130		**Regional Economic Engagement** 10 Oct 1000–1200 **Quality Assurance & Enhancement** 23 Oct 1000–1200			**Moving into Governance: The Real Work of the Board** 23 Jan 1000–1130	**College Funding** 6 Feb 1000–1200	**Regional Economic Engagement** 12 Mar 1000–1200	**Quality Assurance & Enhancement** 23 Apr 1000–1200

All training sessions can be booked via the CDN Governance Hub or the CDN Events Web Page
www.cdn.ac.uk/courses-events

Appendix two – self paced training

	INTRODUCTION	CORE	PROFICIENT/ADVANCED
Being an effective board member	Get into Governance ✓ £	C1 Understanding your role and the role of the board ✓ C2 National Board Member Induction C3 National Induction for student members C3a Working with Student Members on College Boards	P1 Remuneration Committee training ✓
Strategy and educational character		C4 Introduction to strategy mission and values	P3 Developing educational character P3a Developing educational character Evaluation P4 Supporting Effective Risk Management ✓
Curriculum		C5 Introduction to curriculum design and planning ✓ C6 Understanding of your curriculum offer and student profile	
Quality and Standards		C7 The self-assessment and quality improvement process ✓	
Financial Management		C8 Financial management for board members ✓	P5 Advanced financial decision making ✓ P6 Audit Committee training ✓