



## BOARD OF MANAGEMENT 27.01.22

MINUTE OF MEETING HELD ON 27 JANUARY 2022 AT 15:00 - REMOTELY VIA MS TEAMS (BOM01.22)

Present:		
Hugh Carr (Chair)	Amy Farley	Professor Malcolm MacLeod
Eddie Black	Ann Hill	Richard Nash
Gillian Brydson	Danielle Hughes	Ian White
Joanna Campbell	Sue Irving (joined at 16.00)	
Will Dowson	Susan Livermore	
In attendance:		
Douglas Dickson	Dorothy McMinn (Secretariat)	
Lorraine Grierson	Caroline Stuart	
Apologies:		
Naomi Johnson		

Item 1	Welcome and Apologies for Absence		
Verbal	Lead: H. Carr	Action Requested	Note
Discussion/Noted	<p>The Chair welcomed everyone to the meeting and introduced the newly appointed Regional Chair to the Board of Management, who would take up post on 1 February 2022.</p> <p>It was noted that Jim Neil, past Principal of DGC had recently passed away and condolences were offered to family members.</p>		

Item 2	Values Project Presentation – Action Provocateurs		
BOM01.22.A	Lead: A Davis	Action Requested	Note
Discussion/Noted	<p>Action Provocateurs joined the meeting to provide an update on the DGC Values project and the Board were asked to endorse the 4 proposed values put forward.</p> <ol style="list-style-type: none"> <li>1. Unite to succeed</li> <li>2. Deliver our promises</li> <li>3. Act with courage</li> <li>4. Here for you</li> </ol> <p>The finalised Values would be communicated to staff by the Principal and College Values Ambassadors and thereafter a comprehensive programme to embed the values would be launched.</p> <p>Discussion around the 4 Values took place and it was recommended that:</p> <ul style="list-style-type: none"> <li>• Action Provocateurs would take forward the inclusion of “sustainable” with the Values Ambassadors.</li> <li>• Action Provocateurs would ensure that “inclusion and diversity” is included in the Values.</li> <li>• As well as the Values being inwardly focussed, they would also be projected externally.</li> <li>• Following further review of the Values, an update would be presented to the Board of Management.</li> </ul>		

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Decision	
Action	An updated version of the Values would be presented at the next March 2022 Board Meeting.
<b>Item 3</b>	<b>Declaration of Interest</b>
Verbal	Lead: H. Carr      Action Requested <b>Note</b>
Discussion/Noted	Members agreed to indicate declarations of interest as appropriate throughout the meeting.
<b>Item 4</b>	<b>Action Log</b>
BOM01.22.B	Lead: L. Grierson      Action Requested <b>Note</b>
Discussion/Noted	All actions had been completed or were within today's agenda. Action 1 would be discussed in the Chair's Report.
Decision	N/A
Action	N/A
<b>Item 5</b>	<b>Minute of the last meeting held on 16 December 2021</b>
BOM01.22.C	Lead: H. Carr      Action Requested <b>Discussion</b>
Discussion/Noted	The Minute of the meeting held on 16 December 2021 was approved.
Decision	Members approved the Minute of the Meeting held on 16 December 2021.
Action	N/A
<b>Item 6</b>	<b>Matters Arising</b>
Verbal	Lead: H. Carr      Action Requested <b>Discussion</b>
Discussion/Noted	No matters arising.
Decision	N/A
Action	N/A
<b>Item 7</b>	<b>Chair's Report</b>
BOM01.22.D	Lead: H. Carr      Action Requested <b>Discussion</b>
Discussion/Noted	<p>It was noted that the appointment of the Regional Chair to the Board would commence on 1 February 2022. The current incumbent of the Chair role would take up post as Vice Chair and Chair to the Audit Committee until the end of tenure in July 2022, as agreed by the Board in December 2021.</p> <p>It was noted that Board member recruitment was being progressed ..., who would also be asked to revisit some candidates who had applied in the previous recruitment campaign.</p> <p>The CEO of the Scottish Funding Council had met with DGC and Borders College to discuss the opportunity around a South of Scotland Pathfinder and further updates would be provided.</p> <p>The full review of the structure and service provided by Colleges Scotland was ongoing.</p> <p>DGC had been named winner of the Sustainability Action Award at the CDN Awards held in December 2021 and congratulations to all involved were offered.</p>
Decision	The content of the Chair's Report was duly noted.
Action	N/A
<b>Item 8</b>	<b>Principal's Report</b>

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Paper No: BOM01.22.E	Lead: J. Campbell	Action Requested	<b>Discussion</b>
Discussion/Noted	Confidential- for Board Members only.		
Decision	Further discussion on financial position and scenarios would take place on completion of budget discussions.		
Action	The Secretary to the Board would ensure a meeting to discuss financial sustainability was scheduled.		

<b>Item 9</b>	<b>Performance Report</b>		
Paper No: BOM01.22.F	Lead: J. Campbell	Action Requested	<b>Discussion</b>
Discussion/Noted	Confidential- for Board Members only		
Decision	The content of the Performance Report was duly noted.		
Action	N/A		

<b>Item 10</b>	<b>Committee Self-Evaluation Report</b>		
Paper No: BOM01.22.G	Lead: H Carr	Action Requested	<b>Discussion</b>
Discussion/Noted	The Chair stated that Committee Self-Evaluation Reports had not yet been developed and this would be passed to the new Chair for completion.		
Decision	N/A		
Action	The Chair would liaise with the new Chair regarding Committee Self-Evaluation Reports.		

<b>Item 11</b>	<b>Principal's Objectives</b>		
Paper No: BOM12.21-E	Lead: H. Carr	Action Requested	<b>Discussion</b>
Discussion/Noted	JC and DD left the meeting at 16:48  Recorded in a confidential minute.		

<b>Item 12</b>	<b>Induction Programme for the new Chair</b>		
Paper No: Verbal	Lead: L Grierson	Action Requested	<b>Discussion</b>
Discussion/Noted	It was reported that an induction programme had been developed for the new Regional Chair to the Board Management.		
Decision	N/A		
Action	The Secretary to the Board would complete the onboarding process for the new Regional Chair to the Board.		

<b>Item 13</b>	<b>Student Association Report</b>		
Paper No: BOM01.22.I	Lead: A. Farley	Action Requested	<b>Discussion</b>
Discussion/Noted	<p>The President of DGSA had provided a report on activity, which included:</p> <ul style="list-style-type: none"> <li>• The launch of a Wellbeing Enterprise Project, which offered students funds to promote their own projects</li> <li>• A campaign for students around isolation had taken place during the Christmas period had taken place, with a doubling of students visiting the Wellbeing Pod.</li> <li>• Lead Rep meetings had taken place, with two main Reps in place who had met with</li> </ul>		

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	<p>various areas.</p> <ul style="list-style-type: none"> <li>Wellbeing support competition.</li> <li>A successful Student Association logo competition had taken place, with Joshua Haines winning and the logo was shared with Board members.</li> <li>The successful DGSA “Above and Beyond” Awards would be repeated in 2022.</li> <li>Currently working with Bridge to Business on the Social Innovators Challenge - #femaleboss.</li> </ul> <p>Board members were keen to hear of outcomes on the DGSA activity.</p>
Decision	N/A
Action	N/A

<b>Item 14</b>	<b>Strategic Risk Register</b>		
Paper No: BOM01.22.J	Lead: J. Campbell	Action Requested	<b>Approval</b>
Discussion/Noted	<p>It was confirmed that the Executive Team were developing a Risk Appetite document for the consideration of the Audit Committee. This document would complement the DGC Risk Register.</p> <p>The Principal confirmed that updates to narrative had been made to the following strategic risks assigned to the Board.</p> <ul style="list-style-type: none"> <li>Item 14 – had been updated following comment at the last Board meeting.</li> <li>Item 1 – reduced likelihood and increased impact. Narrative had been updated to take account of Scottish Funding Council discussion on funding.</li> <li>Item 2 – remains as is.</li> <li>Item 5 – grading has reduced to 12.</li> <li>Item 6 – remains as is.</li> </ul> <p>It was agreed that further discussion on Risk Appetite would take place at a future Board Development event.</p>		
Decision	Further discussion to take place around Risk Appetite.		
Action	The Secretary to the Board would ensure Risk Appetite was added to a future Board Meeting Agenda.		

<b>Item 15</b>	<b>ELT Structure (Non-Executive members only)</b>		
Paper No: BOM01.22.K	Lead: J. Campbell	Action Requested	<b>Approval</b>
Discussion/Noted	Reported in a confidential minute.		

<b>Item 16</b>	<b>Any Other Business</b>		
Paper No: BOM12.21-J	Lead: H. Carr	Action Requested	<b>Discussion</b>
Discussion/Noted	<p>Board members thanked the current Chair for his contribution to the Board of Management and various Committees.</p> <p>It was agreed that the Principal and VP Learning, Skills and Student Experience would ensure that the Health and Safety Report was presented to the Board of Management on a regular basis.</p>		
Decision	The Health and Safety Report would be presented to the Board of Management on a regular basis.		

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## Action

The Principal and VP Learning, Skills and Student Experience would provide the Health and Safety Update for discussion at Board of Management.

## Date of Next Meeting

*The next Board of Management Meeting is scheduled for 21 March 2022 at 15:00 and would be a face-to-face event.*