

GLASGOW KELVIN COLLEGE

BOARD OF MANAGEMENT OF 12 DECEMBER 2022

CODE OF GOOD GOVERNANCE – ANNUAL REVIEW

**REPORT BY SECRETARY TO THE BOARD OF MANAGEMENT AND DIRECTOR OF
CORPORATE SERVICES**

1. Introduction

The purpose of this report is to provide an update to members in relation to the Code of Good Governance. It is normal practice that an annual review is undertaken to ensure compliance with the Code is being maintained.

2. Code of Good Governance/Good Governance Steering Group

The Code of Good Governance for Scotland's Colleges has recently been updated and has been circulated by Colleges Scotland. The Good Governance Steering Group will be reviewing and revising the Code again during 2023 to ensure it remains current and in line with the imminent governance reforms.

The Director of Corporate Services and the Secretary to the Board have gone through the Code of Good Governance in detail and the amended Code has been plotted against the old Code. Refer to [Appendix 1](#) via this link. Changes to the Code are denoted in blue text and deletions are highlighted via strikethroughs.

The Director of Corporate Services and Secretary to the Board will now note the work being undertaken against each item and, along with the Governance and Executive Support Manager, will ensure this is being documented to show compliance; any gaps uncovered will be closed. This will form part of the routine Externally Facilitated Effectiveness Review. As mentioned above, it is expected that the Code will be revised again during 2023; members will be kept informed accordingly.

The updated Code and related documentation are attached as [Appendix 2](#) via this link.

These are listed as follows:

- Audit and Assurance Committee Handbook
- Code of Good Governance for Scotland's Colleges - September 2022
- Framework for the Development of Strong and Effective College Students' Associations in Scotland.
- Guidance Note - Conducting Externally Facilitated Effectiveness Reviews - September 2022
- Guide for Board Members
- OSCR Guidance and Good Practice for Charity Trustees
- Staff Governance Standard

In relation to the Good Governance Steering Group we are advised of the following:

- **Trade Union Nominees on Boards** – there has been a delay in the Scottish Government publishing its 12-week consultation on the Draft Order. It is now planned that the consultation will run between the end-October 2022 and mid-January 2023. There is no change to the implementation date of August 2023.

GKC Note: As a matter of good practice, Trade Union nominees have been present at the Glasgow Kelvin College Board for several years; this is therefore considered to be a seamless process which the Secretary to the Board of Management and Director of Corporate Services will attend to (in due course) and will incorporate into governance documentation.

- **Review College Sector Board Appointments: Ministerial Guidance 2014** – The intention is now to publish the 6-week consultation on the Guidance after the Trade Union Nominees on Boards consultation has been published, so that changes to the Guidance will reflect governance reforms and ensure that it is up to date as possible.

GKC Note: The Secretary to the Board of Management and Director of Corporate Services will read through the published documentation thoroughly and advise the Board accordingly.

- **Externally Facilitated Effectiveness Reviews** – in line with the agreed changes to conducting board externally facilitated evaluation reviews ‘every three to five years’. As aforementioned, the updated Guidance Note is contained within the link at [Appendix 3](#).

GKC Note: Given the very positive Externally Facilitated Effectiveness Review which was previously carried out in 2021, it is anticipated that the College could extend its review to the maximum period of five years. This was considered by the Audit and Risk Committee at their meeting on 29 November 2022 and considered to be in order. The Secretary to the Board of Management will take this forward accordingly and ensure members are kept apprised.

3. Resource Implications

There are no negative resource implications arising as a consequence of matters contained within this report.

4. Impact on Students

There are no negative impact on students identified as a consequence of anything within this report.

5. Equalities

There are no equality implications arising as a consequence of matters contained within this report.

6. Risk and Assurance

This report seeks to provide members with assurance that a number of governance matters related to the smooth running and operations of the College are being taken forward accordingly and will be carefully handled.

7. Data Protection

There are no data protection implications arising as a consequence of this report.

8. Recommendations

It is recommended that members note the content of this report and appendices.

9. Further Information

Further information can be obtained from Linda Ellison, Secretary to the Board of Management – lellison@glasgowkelvin.ac.uk or Lisa Clark, Director of Corporate Services - lisaclark@glasgowkelvin.ac.uk

Linda Ellison/Lisa Clark
Director of Corporate Services
November 2022