

Transition Board – Shetland Merger Project

Committee	Search and Nominations Sub-committee
Subject	Director's induction
Action requested	<input checked="" type="checkbox"/> For information only <input type="checkbox"/> For discussion <input type="checkbox"/> For recommendation <input type="checkbox"/> For approval
Brief summary of the paper	Induction programme as updated by Search and Nominations Committee.
Resource implications [if yes, please provide detail]	Yes As required for provision of specialist training
Risk implications [if yes, please provide detail]	Yes Effective Board working needs to be in place to support the activities of the developing new college.
Date paper prepared	14-Apr-21
Date of committee meeting	21-Apr-21
Author	Jane Lewis
Equality and diversity	No
Status	Non-confidential
Freedom of Information Can this paper be included in 'open' business?*	Yes
Status following the meeting	

Board Induction (to be reviewed annually)

1:1 with Chair – outlining key milestones situation, discussion of interests and consideration of sub-committee activity

1:1 with Principal Designate – discussion of interests, background on College and aspirations for the future, introduction to senior managers

1:1 with Board secretary (when appointed) – discussion of responsibilities of Directors

Training sessions

Available on line:

- **College Board Induction Training**

2020/21: <https://www.events.cdn.ac.uk/ereg/index.php?eventid=575405>

- **Blended Approaches to Governing Colleges in**

Future: <https://www.events.cdn.ac.uk/ereg/index.php?eventid=605117>

UHI induction – date tbc

General Board induction – date tbc

Getting to know the Colleges

Merger website including previous Board meetings: <https://www.a-new-college-for-shetland.uhi.ac.uk/>

Online sessions with staff/students introducing board to Colleges (confirmed dates: 28th April; 26th May; 2nd June)

Visits to Colleges (when permitted) with senior managers as leads

On appointment to sub-committee meeting with appropriate Chairs and senior staff.

Responsibilities

On being a Director:

<https://www.gov.uk/guidance/being-a-company-director>

Includes bitesize webinars

On being a charity trustee:

<https://www.oscr.org.uk/guidance-and-forms/trustee-information-and-guidance-pack/>

On College governance:

<https://collegesscotland.ac.uk/briefings-and-publications/publications/792-code-of-good-governance-for-scotland-s-colleges-august-2016/file>

Timeline for activities to be developed