

## Draft Minute of Board Meeting held on Monday 17 June 2019

<b>Present</b>	
Janie McCusker (Chair)	Caroline MacDonald
Alisdair Barron	Edward McGrachan
Paul Buchanan	Shaun McLaughlin
Moira Connolly	Charlie Montgomery
Lesley Garrick	Ian Patrick
Karolina Gasiorowska	Jackie Russell
Clare Ireland	Mike Ward
<b>In Attendance</b>	
Penny Davis (Board Secretary)	Paul Little (Principal CoGC)
Jim Godfrey (Finance & Resources Director)	Alan Sherry (Principal GKC)
Breea Keenan (Marketing and Comms Lead)	Jon Vincent (Principal GCC)
Natalie Webster (Executive Assistant)	Robin Ashton (Executive Director)
Mark McCabe (Audit Scotland – first 8 items only)	
<b>Apologies</b>	
Michael Cullen	Alistair Milloy
Maureen McKenna	David Newall

### 1. Introduction

Paper No: Verbal

#### 1.1 Discussion

The Chair welcomed members and attendees to the meeting. She reminded the Board that this would be the last meeting for some of the members and thanked Mike Ward for his contribution to the Board and the Audit Committee throughout his tenure and wished him well. She also thanked the student representatives for their hard work and contribution to the Board and for their conscientious approach to handing over to next year's student members. She also wished Alan Sherry well and thanked him for his participation and input to the Board as College principal.

### 2. Apologies

Paper No: Verbal

#### 2.1 Discussion

Apologies were received for Maureen McKenna, Milea Leone, Michael Cullen and Alastair Milloy.

### 3. Declarations of Interest

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Paper No: Verbal

#### 3.1 Discussion

The Chair notified members that it is each member's personal responsibility to indicate to the Chair at any time during the meeting if they have, or may be perceived as having, a conflict of interest under any item on the agenda.

### 4. Chair's Business

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Paper No: Verbal

#### 4.1 Discussion

The Chair noted the following meetings she had undertaken since the last board meeting:

##### Internal

- GKC Interviews 2<sup>nd</sup> Round;
- GCRB Committee meetings;
- Chairs, Principals and Executive Director Meeting;
- Student Regional Embracing Diversity Competition;
- Shortlisting Board Member;
- N&R Committee;
- P&R committee;

##### External

- Meeting with Karen Watt SFC Chief Executive and Aileen McKechnie, Scottish Government Director of Advanced Learning & Science
- Foundation Apprenticeship Celebration Event;
- Prevent/CS/CDN Meeting;
- CDN Governance and Leadership Summit;
- Strathclyde University Graduation dinner;
- Brexit Summit Meeting;
- City Region Skills Investment Plan Launch;

The Chair informed the Committee that The Scottish Government has launched a consultation on the implementation of the Gender Representation on Public Boards (Scotland) Act 2018 and proposed that it be taken to the N&R Committee for a response to be written and submitted. The Board agreed.

The process for the circulation of minutes was discussed and members agreed to maintain the current method whereby draft minutes are passed to the Chair shortly after the meeting and then circulated to all Board members prior to the next meeting. Members discussed the environmental impact of having hard copy Board papers and were reassured that the new, online system will be rolled out for the new academic year.

## 5. Minute of Board Meeting held on 25 March 2019

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Paper No: BM4-A

### 5.1 Decision

The minute of the Board meeting on 25 March 2019 was **agreed** as an accurate record.

## 6. Matters Arising

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Paper No: BM4-B

### 6.1 Discussion

The executive Director presented the matters arising paper noting progress on actions from previous Board meetings.

He provided a verbal update on the distribution of the proceeds from the disposal of the former City of Glasgow College Building on North Hanover Street.

### 6.2 Decision

The Board **noted** the matters arising paper.

## 7. Audit Scotland College Sector Report

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Paper No: BM4-C

### 7.1 Discussion

Mark McCabe of Audit Scotland presented the report to the Board noting significant variations across colleges. He then took questions and comments from Board members. The future financial stability of the Colleges within the current and future funding model was the main concern amongst Board members.

Board members also agreed that it would be beneficial for Colleges to receive feedback from the SFC after submitting the data requested.

**7.2** The Board **considered** the Audit Scotland report and **noted** its content.

## 8. Risk Register

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Paper No: BM4-D

### 8.1 Discussion

The Executive Director provided an overview of the paper with particular emphasis on the recommendations around risks 3, 4, 10 and 13.

Board members discussed the worries regarding financial stability and unavoidable differences between income and expenditure. They made suggestions for highlighting these concerns to the appropriate authorities.

### 8.2 Decision

The Board:

- **considered** the attached risk register.
- **considered** the evaluation of the risks within the risk register and suggested that financial stability was a worry and recommended it be increased.
- **considered** the mitigating actions and did not suggest any amendments;
- **recommended** the GCRB executive set up a meeting between 2-3 Board members and the SFC to highlight College concerns regarding financial stability.

## 9. Draft Minute of Audit Committee 28 May 2019

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Paper No: BM4-E

### 9.1 Discussion

The Chair of the Audit Committee presented the draft minute of the meeting of 28 May 2019.

### 9.2 Decision

The Board **noted** the minutes of the meeting.

## 10. Nominations and Remuneration Committee

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### 10 (a) Draft Minute of Meeting on 30 May 2019 (BM4-F)

#### 10.1 Discussion

The Chair of the Nominations and Remuneration Committee presented the draft minute of the Committee meeting of 30 May 2019.

#### 10.2 Decision

The Board **noted** the report and agreed to follow the National Pay Policy for GCRB senior staff salary reviews 2019.

## 10 (b) Recommendation from N&R Committee (BM4-G)

### 10.3 Discussion

The Chair of the Nominations and Remuneration Committee presented recommendations and invited members to **approve**:

the recommendation of the Committee to appoint David Brown as Non-Executive Member of GCRB for a term of four year;

the co-option of Anwulika Umeh to the P&R Committee for one year;

the extension of the following non-executive appointments to a second term:

#### Glasgow Clyde College

Fiona Godsman	4 years
Mary Docherty	4 years
Graeme Whiteford	3 years

#### City of Glasgow College

Karen Kelly	4 years
Graham Mitchell	4 years
Jim Gallacher	3 years
Colin McMurray	3 years

#### Glasgow Kelvin College

Mohammed Razaq	2 years
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### 10.4 Decision

The Board **approved** the recommendations of the Committee.

## 11. Performance and Resources Committee

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### 11 (a) Draft Minute of meeting 5 June 2019 (BM4-H)

#### 11.1 Discussion

The Chair of the Performance and Resources Committee presented the draft minute of the meeting on 5 June.

## 11.2 Decision

The Board **noted** the report.

## 11 (b) Regional Outcome Agreement 2019-20 (BM4-I)

### 11.3 Discussion

The Chair of the Performance and Resources Committee presented the Regional Outcome Agreement 2019-20.

### 11.4 Decision

Members **noted**:

- Final announcement by SFC of credit targets
- Revised credit targets remain broadly as agreed at March meeting
- Additional economic sector and childcare activity credit targets
- Final Glasgow Regional Outcome Agreement 19-20
- Attached exemplar project specification

## 11 (c) Funding 2019-20 (BM4-J)

### 11.5 Discussion

The Chair of the Performance and Resources Committee presented the report. She noted that the principal for Glasgow Kelvin College had been in correspondence with the SFC regarding the clawback of National Bargaining and that it was important for GCRB to have sight of this.

### 11.6 Decision

The Board:

- **noted** the final funding allocations 2019-20;
- **agreed** the final regional funding allocations 2019-20.

## 11 (d) GCRB Budget 2019-20 (BM4-K)

### 11.7 Discussion

The Chair of the Performance and Resources Committee presented the paper.

### 11.8 Decision

The Board **agreed** the GCRB budget 2019-20.

## 12. Regional Self-Evaluation

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Paper No: BM4-L

### 12.1 Discussion

The GCRB Executive Director presented the document and reminded members that the self-evaluation needed to be submitted by the end of June.

Board members discussed whether the end of the report would be a good place to highlight the struggle with lack of funds to the SFC.

### 12.2 Decision

The Board **approved** the Regional Self Evaluation.

It was **agreed** that a section should be inserted at the end of the document to highlight the financial instability and concern of the Colleges.

## 13. Interim Arrangement for Trade Union Attendance at Board Meetings

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Paper No: BM4-M

### 13.1 Discussion

The Board Secretary presented the paper. Members discussed how TU members would be appointed and the GCRB Executive Director informed them that GCRB has regular meetings with the TUs and we would seek their advice. The staff representative recommended that point 12, regarding the restrictions put on the members, be removed.

### 13.2 Decision

The Board **agreed** to the proposal and **suggested** the trade unions select who they want to attend meetings.

## 14. Glasgow Colleges Regional Student Executive Update

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Paper No: Verbal

### 14.1 Discussion

Student member Shaun McLaughlin gave a verbal update on the recent student elections and informed the members of the following, new student representatives:

Voted onto the GCRB:  
Aranka Szilassy  
William Jeffrey

Chair of GCRSE:  
Dylan Duff

#### 14.2 Decision

The Board **noted** the new members.

### 15. Curriculum and Resources Planning Update

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Paper No: BM4-N

#### 15.1 Discussion

The GCRB Executive Director presented the paper. The Chair reminded members that there was an intention to start an advisory group to bring suggestions to the Board and help to provide inclusive solutions.

#### 15.2 Decision

The Board **noted** the report.

### 16. City Region Skills Investment Plan

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Paper No: BM4-O

#### 16.1 Discussion

The GCRB Executive Director presented the paper.

#### 16.2 Decision

The Board **endorsed** the plan.

### 17. Regional Collaboration Update

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Paper No: BM4-P

#### 17.1 Discussion

The GCRB Executive Director presented the paper.

#### 17.2 Decision

Members **noted** the report.

### 18. Use of delegated Authority

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Paper No: BM4-Q

#### 18.1 Discussion



The GCRB Executive Director presented the paper.

**18.2 Decision**

The Board **noted** the report.

**19. Long Term Agenda**

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Paper No: BM4-R

**19.1 Discussion**

The GCRB Executive Director presented the paper.

**19.2 Decision**

The Board **approved** the Long Term Agenda.

**20. Review of Disclosable Status**

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Paper No: Verbal

**20.1 Decision**

The Board **confirmed** that it was content with the disclosable status of all papers.

**21. Date of Next Meeting**

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Paper No: Verbal

**21.1 Decision**

The date of the next meeting was **confirmed** as 28 October 2019.