

Draft Minute of Board Meeting held on Monday 19 June 2023

Present	
Janie McCusker (Chair)	Ed McGrachan
Des McNulty (Vice Chair)	Alastair Milloy (items 1-9)
Chris Bones	David Newall
Moira Connolly	Ian Patrick
Helyn Gould	Paul Smart
Clare Ireland	Verity Watson
In Attendance	
Martin Boyle (Executive Director)	Jill Montgomery (EIS FELA)
Penny Davis (Board Secretary)	Paul Little (Principal CoGC)
Jim Godfrey (Finance and Resources Director)	Jon Vincent (Principal, GCC)
Breea Keenan (Communications Lead)	Dr Duncan Booker (Glasgow City Council) (item 8)
Sue Roberts (PM Environment and Sustainability)	Frankie Barrett (Glasgow City Council) (item 8)
Wendy Odedina (Executive Assistant)	
Apologies	
Alisdair Barron	Emma Leslie
Dave Brown	Derek Smeall (Principal GKC)
Sheila Meikle	Megan McLellan (Chair, GCRSE)
Sakshi Sircar	Chris Greenshields (Unison)

1. Introduction

Paper No: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting noting this was the final meeting of academic session 22-23 and thanked all for their time and contributions over the year. She noted this would be the final meeting for Dave Brown, Megan McLellan and Emma Leslie before their time on the board comes to an end, and thanked them in particular for their input.

The Chair welcomed Dr Duncan Booker and Frankie Barret from Glasgow City Council who would be presenting the Just Transition Skills Action Plan, item 8 on the agenda. It was agreed that this item would be taken at the start of the meeting, after item 3, declarations of interest.

The Chair noted that a late paper had been added to the agenda as notified to members via email. This was due to the additional funding announcement on mental health counsellors being received on Wednesday 14 June, after the papers had been distributed. It was agreed that this item would be considered alongside the final funding allocation at item 12.

2. Apologies

Paper No: Verbal

2.1 Discussion

Apologies were noted for Dave Brown, Alisdair Barron, Sakshi Sircar, Sheila Meikle, Emma Leslie, Derek Smeall, Meagan McClellan and Chris Greenshields.

3. Declarations of Interest

Paper No: Verbal

3.1 Discussion

The Chair notified members that it is each member's personal responsibility to indicate 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.

The assigned college Principals and Chairs declared an interest in the final funding allocation.

8. Glasgow City Council – Just Transition Action Plan

Paper No: BM6-C

8.1 Discussion

The representatives from Glasgow City Council presented the draft Just Transition Action Plan for noting that this was in draft format, therefore welcoming input and feedback from board members.

They outlined the operating context in Glasgow and the wider city region, and the proposed timeframe and route for approval. They provided a thorough explanation of the plan, detailing the objectives and actions contained within.

The board provided feedback on a range of areas including use of terminology, level of ambition, partnership working, engagement with the wider city region, community wealth building, business engagement, impact on new jobs, upskilling and existing workers, equalities statements and links to the social justice agenda.

8.2 Decision

The board provided **feedback** on the draft Just Transition action plan.

It was **agreed** that the GCRB Executive Director should convene a meeting with Frankie Barret and the regional Intelligence Hub to further discussions on regional curriculum planning.

It was **agreed** that the regional Project Manager for Environment and Sustainability should continue to engage with Glasgow City Council colleagues to support work in this area from a regional perspective.

4 Chair's Business

Paper No: Verbal

4.1 Discussion

The Chair congratulated the Principal of City of Glasgow College on his award in the recent King's Honours list.

The Chair provided an update the internal and external meetings she had held since the last meeting of the board including her recent meeting with Graeme Dey, Minister for FEHE and Veterans. She noted the recent communication sent to members with the transcript from recent ministerial statements on the regional review, noting no decision has yet been made.

4.2 Decision

The Board noted the verbal report.

5 Executive Director's Business

Paper No: Verbal

5.1 Discussion

The Executive Director provided a verbal report on his key areas of work highlighting positive engagement across the wider region with the Lanarkshire colleges and West college Scotland.

5.2 Decision

The board noted the verbal report.

6 Minute of Previous Meetings

Paper No: BM6-A

6.1 Decision

The minute of the meeting held on 15 May 2023 was **agreed** as an accurate record.

7 Matters Arising

Paper No: BM6-B

7.1 Discussion

The Executive Director presented the matters arising paper detailing progress and completion of previous actions.

7.2 Decision

The board **noted** progress against actions agreed at earlier meetings.

9 Independent Report on the Skills Delivery Landscape

Paper No: BM6-D

9.1 Discussion

The Executive Director presented the paper providing a summary of the recommendations from the Withers Report on the skills delivery landscape. He invited a board discussion on the report, noting that this along with the anticipated Hayward review of qualifications, and the Scottish Government Purpose and Principles document, will be three key reports for the sector and the region moving forward.

The board discussed the Withers report, firstly welcoming it, and noting the level of ambition and potential challenges for the future. Members indicated broad agreement with the outcomes and recommendations of the report, in particular the references to regional delivery. There was some caution with regard to resourcing and investment, and the ability to deliver real reform, particularly whilst the sector is already contracting and dealing with significant financial challenges.

9.2 Decision

The board **discussed** the report and provided feedback on its recommendations.

It was **agreed** that a response should be made from GCRB highlighting in particular the regional aspects, and Glasgow's significance in supporting Scotland's economy and shaping the skills landscape.

10 Risk Register

Paper No: BM6-E

10.1 Discussion

The Executive Director presented the paper highlighting risks for board consideration with the recommendation that these remain at the same scoring level.

He noted that as per the proposed board calendar of meetings, it is intended to hold a workshop to review the risk register in advance of the board meeting scheduled on Monday 30 October 2023.

10.2 Decision

The board **noted** the position of the current Risk Register and **approved** that no changes were required to the GCRB Risk Register.

It was **noted** that the risk register review workshop would take place in October 2023.

11 GCRB Budget 2023-24

Paper No: BM6-F

11.1 Discussion

The Finance and Resources Director presented the GCRB budget for 2023-24 noting this had been recommended for approval by the Performance and Resources Committee. He noted no changes to the indicative version approved by the Board at its May meeting.

11.2 Decision

The board **approved** the final GCRB Budget for 2023-24.

12 Final Funding Allocation 2023-24

Paper No: BM6-G

12.1 Discussion

The Finance and Resources Director presented the final funding allocation for 2023-24 noting this had been recommended for approval by the Performance and Resources Committee. He noted minor changes to the indicative version approved by the Board at its May meeting, with regard to the national job evaluation project.

12.2 Decision

The board **noted** the final funding allocations for 2023-24 issued by the SFC on Thursday, 25 May 2023 and **approved** the final regional funding allocations for 2023-24.

23. Additional Paper – Funding for Mental Health Counsellors AY 22-23

Paper No:

23.1 Discussion

The Finance and Resources Director presented the additional paper for funding for mental health counsellors which was received after the rest of the board papers had been distributed. He noted that the proposed regional allocation follows the same format as in previous years.

23.2 Decision

The board **approved** the allocation of £89,500 to each of the Glasgow colleges for counsellors in 2022-23.

13. Outcome Agreement 2023-24

Paper No: BM6-H

13.1 Discussion

The Executive Director presented the paper noting that guidance has been received on the Outcome Agreement for 2023-24 which he will now draft over the summer in advance of the submission date of end September 2023.

He noted that this is intended to be the final year of this format before moving to the anticipated impact framework. He noted that his intention is to use similar language to the previous OA for 22-23 and from the recently agreed regional strategy document. The board noted the importance of the SGov Fairwork Framework within this.

The board also discussed the importance of GCRB working closely with SFC to seek to influence the shape of the new impact framework.

13.2 Decision

The board **noted** the publication of the Outcome Agreement guidance and the proposed deadline for development and submission.

It was **agreed** to convene a short life working group of board members to work with the Executive Director regarding PIs and outcome/impact framework development.

14. Recommendations from N&R Committee

Paper No: BM6-I

14.1 Discussion

The Board Secretary presented the paper outlining the recommendations of the N&R committee with regard to assigned college board appointments.

She also provided a verbal update on the status of the student board members noting that she is liaising with NUS to facilitate an election as per the agreed GCRB procedure.

14.2 Decision

The board **approved** the recommendation agreed by the Nominations and Remuneration Committee at its meeting on 1 June 2023 as follows:

The appointment of the following as non-executive members of Glasgow Clyde College Board for four years from 1 August 2023.

- Kathleen Sweeney
- Stuart Porteous

The board **noted** the verbal report with regard to student board members for GCRB for AY 23-24, and agreed that new Student Members would be duly appointed further to completion of the nomination process and the Board being informed of the outcome.

15. Calendar of Meetings 2023-24

Paper No: BM6-J

15.1 Discussion

The Board Secretary presented the paper outlining the proposed meeting schedule for 23-24.

She noted that it is proposed that committee meetings remain online via MS Teams and that board meetings remain in person across the college estate. It was noted that virtual attendance for board meetings is by exception and should be agreed in advance with the Chair.

15.2 Decision

The board **approved** the calendar of meetings for 2023-24 and **agreed** to maintain the existing arrangements to hold committee meetings virtually and board meetings in person.

16. GCRSE Update

Paper No: Verbal

16.1 Decision

The board acknowledged the work undertaken by the Glasgow Colleges Regional Student Executive during AY 22-23.

17. Communications Update

Paper No: BM6-K

17.1 Discussion

The Board **noted** the report.

18. Use of Delegated Authority

Paper No: BM6-L

18.1 Discussion

The Board **noted** the report.

19. Committee Matters

Paper No: BM6-M, N, O

19.1 Discussion

The Board **noted** the draft minutes from committees.

20. Long Term Agenda

Paper No: BM6-P

20.1 Discussion

The Board **agreed** the long-term agenda for 2023-24.

21. Review of Disclosable Status

Paper No: Verbal

21.1 Discussion

The board secretary confirmed the disclosable status of the papers noting papers C, I, M and N as non-disclosable.

22. Date of Next Meeting

Paper No: Verbal

22.1 Discussion

The date of the next meeting was confirmed as Monday 30 October 2023, unless an extraordinary meeting is required in advance of this date.