

**DRAFT Minutes of the Performance and Resources Committee held on Wednesday
October 2019**

Present	
Caroline MacDonald (Chair)	Moira Connolly
Paul Buchanan	Alastair Milloy
Dave Brown	Aranka Szilassy
Anwulika Umeh (Co-opted Member)	
In Attendance	
Janie McCusker (Chair of the Board)	Penny Davis (Board Secretary)
Robin Ashton, Kelvin College VP (to item 6 only)	Derek Smeall, Principal, GKC
Jim Godfrey (Interim Executive Director)	Jon Vincent, Principal, GCC
Apologies	
Charlie Montgomery	Paul Little, Principal, CoGC

1. Introduction and Welcome

Paper Number: Verbal

1.1 Discussion

The Chair welcomed all members and attendees to the meeting.

2. Apologies

Paper Number: Verbal

2.1 Decision

Apologies were noted from Charlie Montgomery and Paul Little.

3. Declarations of Interest

Paper Number: Verbal

3.1 Decision

The Chair reminded Members that it is their personal responsibility to indicate to the Chair at any point during the meeting if they have, or may be perceived as having, a conflict of interest under any item on the agenda.

College colleagues declared an interest in relation to matters of college funding arising throughout the agenda.

4. Chair's Business

Paper Number: Verbal

4.1 Decision

The Chair noted that she had attended the recent Strategy Event on 26 August 2019.

5. Minutes of the Committee Meeting held on 7 June 2019

Paper Number: PRC1-A

5.1 Decision

The minutes of the meeting held on 5 June 2019 were **agreed** as an accurate record, conditional on the following amendment.

Under item 7.2, the minutes should read, "The Committee **noted and agreed** the final 2019-20 Glasgow Regional Outcome agreement," on the basis that the Committee agrees the draft outcome agreement prior to Board approval.

6. Regional Outcome Agreement – Evaluation Report

Paper Number: PRC1-B

6.1 Discussion

The VP Curriculum & Learning, Kelvin College (former GCRB Executive Director) presented the report.

The Committee discussed the content of the report including:

- attainment targets as an issue for the whole sector;
- the recent change in language recognising attainment figures as an "ambition";
- the inevitable variance in attainment across different courses;
- the need to retain a wider perspective on the work of colleges and their core purpose;
- the need for GCRB to use the data in evaluation reports to inform strategic decisions at regional level.

The Interim Executive Director advised that a meeting was taking place with the Funding Council the following week and he would feed back relevant comments from the Committee to inform future evaluation processes.

6.2 Decision

The Committee:

- **noted** that the report contained indicative PI data that may be subject to minor change in the final report;
- **noted** the good progress made against attainment targets although these targets, which were set by the Scottish Government/SFC, were stretching and had not been fully achieved;

- **endorsed** the report for submission to the Board for approval on 28 October 2019 prior to submission to the Funding Council on 31 October 2019;
- **agreed** that it would like to receive a summary narrative in future evaluation reports to highlight data with significant implications for strategic planning;
- **noted** the significant contribution made by Robin Ashton to the development and delivery of the Regional Outcome Agreement, and thanked him for his work.

The VP Curriculum & Learning, Kelvin College, left the meeting.

7. Financial Performance 2018-19

Capital Funding

Paper Number: PRC1-C

7.1 Discussion

The Interim Executive Director presented a positive report on capital funding showing completion of nearly all work within timescale and budget.

The Committee was advised by Principals present of two areas of concern going forward:

- ICT and digital developments;
- diminishing funds held in arms-length foundations.

7.2 Decision

The Committee:

- **noted** and welcomed the good progress made towards completion of capital projects;
- **agreed** that it would wish to receive appropriate future reports on areas of significant concern in relation to capital funding and sustainability to support effective planning.

GCRB Running Costs

Paper Number: PRC1-D

7.3 Discussion

The Interim Executive Director presented a report on costs to July 2019, and advised the Committee of a balanced outlook beyond the year end.

7.4 Decision

The Committee **noted** the content of the report.

Monitoring Arrangements

Paper Number: PRC1-E

7.5 Discussion

The Interim Executive Director presented a report on monitoring arrangements, seeking guidance from the Committee on whether it would prefer to receive such reports on an annual and exceptional basis rather than quarterly.

The Committee discussed the effectiveness of reporting arrangements.

7.6 Decision

The Committee:

- **agreed** that it should receive future reports on monitoring arrangements annually, and more frequently on an exception basis;
- **agreed** that concerns relating to arms-length foundations should be added to the GCRB risk register.

8. Financial Performance 2019-20

GCRB Running Costs

Paper Number: PRC1-F

8.1 Discussion

The Interim Executive Director presented a report on GCRB running costs for 2019-20.

8.2 Decision

The Committee **noted** the report and the impact on running costs of current recruitment activity and interim arrangements.

Capital Funding

Paper Number: PRC1-G

8.3 Discussion

The Interim Executive Director presented a report on capital funding for 2019-20, drawing the Committee's attention to the fact that the deadline for expenditure of SFC funds was 31 March 2020, so a shorter window than the previous year.

The Committee discussed:

- the importance of receiving an indication of funding from the Funding Council at the earliest opportunity;
- the potential for the Committee to have delegated authority to approve funding within parameters agreed by the Board, in order to minimise the time taken for a final decision.

8.4 Decision

The Committee:

- **noted** the content of the report;

- **agreed** that the Committee should ask the Board to consider an appropriate level of delegation to the Committee in relation to future capital funding decisions.

Flexible Workforce Development Fund 2018-19 and 2019-20

Paper Number: PRC1-H

8.5 Discussion

The Interim Executive Director presented a positive report showing a significant improvement on the previous year's activity levels.

The Committee discussed flexibility of funding and it was confirmed that funding could be reviewed and adjusted on a monthly basis and that a claim could be made for over-performance, depending on the performance of other colleges.

8.6 Decision

The Committee:

- **noted** and welcomed the good progress made and that the value of contracted training amounted to 100% of funds available;
- **noted** the level of funding allocated to the Glasgow college region for 2019-20 and that the sum allocated to each college remained the same as in 2018-19.

9. Financial Forecast Return

Paper Number: PRC1-I

9.1 Discussion

The Interim Executive Director informed the Committee that the deadline for receipt of College returns had been 30 September 2019, and that the report provided a summary of GCRB's position.

The Committee discussed:

- the concerning prospects with regard to college sector funding;
- the Audit Scotland report indicating that sector bodies should take a longer term view of financial planning;
- the significant risks in relation to staffing, pay and linked pension costs;
- the fact that available data is three-years old;
- that transition to a new funding model would potentially alter figures;
- that the Glasgow region could potentially implement its own funding model, although the sum received would be calculated on the basis of a national model.

It was confirmed that SIMD10 data is currently measured across all students, not only those from within the Glasgow college region.

9.2 Decision

The Committee:

- **agreed** that it should bring to the Board's attention the need to discuss further at a regional level approaches to planning and seeking a strategic solution to future funding challenges;
- **approved** the Financial Forecast Return for GCRB;
- **noted** the Financial Forecast Return for the Region would be brought to the next meeting of the Committee.

10. Programme for Action 2019-20 - Update

Paper Number: PRC1-J

10.1 Discussion

The Interim Executive Director presented an update report on the Programme for Action. He advised the Committee that GCRB would not be proceeding with online resources for the HNC Childcare and that the £25,000 budgeted for that project would be reallocated.

The Committee discussed:

- the Programme of Action as a basis on which to proceed with collaborative projects;
- the need for a timeline to allow for projects to be suggested and considered prior to a plan being presented to the January Board;
- the opportunity to work with external partners and potential to leverage additional funds.

10.2 Decision

The Committee **noted** the update report.

11. Long Term Agenda

Paper Number: PRC1-K

11.1 Decision

The Committee agreed the long term agenda.

12. Date of Next Meeting

12.1 Discussion

The date of the next meeting was **agreed** as **18 December 2019**.