

Draft Minute of the Performance and Resources Committee held on Wednesday 25 September 2024

Present	
Moira Connolly (Chair)	Paul Smart
Jill Montgomery	Sakshi Sircar
Darren Pirie	Anwulika Umeh (Co-opted Member)
In Attendance	
Penny Davis (Board Secretary)	Jason Quinn (Director Glasgow Kelvin College)
Jim Godfrey (Finance and Resources Director)	John Rafferty (Depute Principal, Glasgow Clyde College)
Wendy Odedina (Executive Assistant)	Andrew Dickson (CFO, COGC)
Apologies	
Caroline Bysh	Janie McCusker (Board Chair)
Sheila Meikle	

1. Introduction and Welcome

Paper Number: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting.

2. Apologies

Paper Number: Verbal

2.1 Decision

Apologies were noted for Caroline Bysh, Sheila Meikle and Janie McCusker.

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.

4. Chair's Business

Paper Number: Verbal

4.1 Discussion

The Chair noted the following meetings she had attended since the last meeting of the committee:

- June board meeting
- Informal meeting of board members

She noted that as per the statement from the Board Chair at the informal meeting of board members, that GCRB remains business as usual while the outcome of the Scottish Government consultation on regional strategic bodies is awaited. She confirmed that GCRB will focus on its stewardship role and statutory functions during this time, rather than initiative any new activity.

5. Minutes of the Committee Meeting held on 28 May 2024

Paper Number: PRC1-A

5.1 Decision

The minute of the committee meeting held on 28 May 2024 was **agreed** as an accurate record.

6. Glasgow College Region Update 2024-25

Paper Number: Verbal

6.1 Discussion

The Chair invited the three college representatives to provide and update on recruitment and enrolment for the start of the new academic year for their respective college.

Each representative confirmed a positive start to the year with each college being on track to reach their targets, with demand exceeding availability in many cases. They spoke of a small decrease in HE however this not being significant enough to warrant any concern. The representatives provided assurances that they try to help all applicants, even when spaces aren't available on their preferred course, and do look across the region to suggest alternative options where possible.

6.2 Decision

The Committee welcomed the verbal update and the reassurances provides.

7 Key Performance Indicators 2023-24

Paper Number: PRC1-B

7.1 Discussion

The Finance and Resources Director presented the report confirming that the three colleges are forecasting to meet the credit target for 2023-24 therefore there is no risk of clawback at regional or college level.

He confirmed that there will be an audit of the 2023-24 data, this will be submitted to the SFC and this will provide the official final position.

7.2 Decision

The committee **noted** the positive report and wished to record their recognition of efforts across the colleges.

8 Capital Funding 2023-24

Paper Number: PRC1-C

8.1 Discussion

The Finance and Resources Director presented the report noting that it is now 6 months past the end of the financial year for this funding. He confirmed that all projects are complete other than one which will roll forward into the 2024-25 funding year.

8.2 Decision

The committee **noted** the progress made by the colleges in respect of the capital projects in the financial year ending 31 March 2024.

9 Flexible Workforce Development Report 2023-24

Paper Number: PRC1-D

9.1 Discussion

The Finance and Resources Director presented the report noting that FWDF funding ended over a year ago and colleges are completing final activity to utilise remaining funds.

He noted that further to the information provided in the paper, City of Glasgow College had advised that they will imminently submit a further claim meaning that the remaining funds noted in the paper will reduce again significantly. He noted that he would estimate therefore that remaining funds may be in the region of less than £20,000.

9.2 Decision

The committee **noted**:

- the residual value of flexible workforce funding, to be claimed by the colleges, is £87,137 and is due to reduce further following a further claim from City of Glasgow College; and
- The Finance and Resources Director will provide a further update to the next meeting of this committee with recommendations as to the use of these funds.

10 GCRB Costs 2023-24

Paper Number: PRC1-E

10.1 Discussion

The Finance and Resources Director presented the paper noting no surprises for the year end 31 July 2024 and that variances at 3.2 and 4.2 have been reported through the committee.

The Committee noted the end of the Environment and Sustainability project through the Programme of Action and asked how work in this area will be taken forward across the region. The Finance and Resources Director confirmed that the colleges will each progress their activity individually at college level.

10.2 Decisions

The committee **noted** the forecast outturn compared with budget for 2024-25.

11 Capital Funding 2024-25

Paper Number: PRC1-F

11.1 Discussion

The Finance and Resources Director presented the paper noting it provides the capital plans for Glasgow Kelvin and Clyde colleges for 2024-25. He explained that it outlines the projects that the colleges are working on and also other sources of funding that may support some of the activity.

The college representatives provided further detail on the substance of the report and provided assurances around health and safety, cladding, sustainability, and planning for use of the entire estate. The committee also discussed digital and the challenges in this area, as well as opportunities for regional curriculum and estates planning.

The Finance and Resources Director spoke to the SFC infrastructure strategy and proposals to the Scottish Government for colleges to retain funding for disposal of assets for reinvestment locally.

11.2 Decision

The committee **noted** the progress made by the colleges in respect of the capital projects in the financial year ending 31 March 2025.

It was **agreed** to include digital and sustainability issues more prominently in future capital reports.

12 Financial Forecast Return 2023-24 – 2026-27

Paper Number: PRC1-G

12.1 Discussion

The Finance and Resources Director presented the report noting that the colleges submitted their FFR returns to GCRB at end June 2024. He confirmed that the FFR is based on college budget projections and that colleges will reflect and revise these on an ongoing basis, therefore the information provided is a snapshot in time.

He highlighted that unsurprisingly, the main theme from the information provided, is that income is going to fall and expenditure rise therefore costs needs to reduce. He confirmed that colleges are therefore anticipating a reduction in staff to maintain a balanced budget.

The committee discussed the regional position and individual positions of each institution. They discussed the different approaches undertaken by each college in their financial strategies which tend to align to each colleges' ethos and culture.

12.2 Decision

The committee **noted** the Glasgow region financial forecast return 2023-24 to 2026-27.

13 Long Term Agenda

Paper Number: PRC1-H

13.1 Decision

The Board Secretary presented the long-term agenda. She confirmed that further to the outcome of the Scottish Government consultation on regional strategic bodies, each committee long-term agenda will be reviewed accordingly.

The Committee **agreed** the long-term agenda.

14. Review of Disclosable Status

Paper Number: Verbal

14.1 Decision

The Board Secretary confirmed no non-disclosable papers from this meeting.

15. Date of Next Meeting

Paper Number: Verbal

15.1 Decision

The date of the next meeting was confirmed as 11 December 2024.