

**Draft Minute of the Performance and Resources Committee held on Wednesday 27  
September 2023**

| <b>Present</b>                                |  |
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| Moira Connolly (Chair)                        | Paul Smart                                       |
| Sakshi Sircar                                 |  |
| <b>In Attendance</b>                          |  |
| Martin Boyle (Executive Director)             | Claire Carney (VP, City of Glasgow College)      |
| Penny Davis (Board Secretary)                 | Derek Smeall (Principal, Glasgow Kelvin College) |
| Sue Roberts (PM Environment & Sustainability) | Jon Vincent (Principal, Glasgow Clyde College)   |
| Wendy Odedina (Executive Assistant)           |  |
| <b>Apologies</b>                              |  |
| Emma Leslie                                   | Paul Little (Principal, City of Glasgow College) |
| Sheila Meikle                                 | Janie McCusker (Board Chair)                     |
| Jim Godfrey (Finance and Resources Director)  | Anwulika Umeh (Co-opted Member)                  |

**1. Introduction and Welcome**

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Paper Number: Verbal

**1.1 Discussion**

The Chair welcomed members. She noted that Emma Leslie, student board member, has been reappointed as a member of this committee.

**2. Apologies**

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Paper Number: Verbal

**2.1 Decision**

Apologies were notes for Emma Leslie, Sheila Meikle, Janie McCusker, Jim Godfrey, Paul Little and Anwulika Umeh. The Chair welcomed Claire Carney, Vice Principal at City of Glasgow College, in place of Paul Little.

**3. Declarations of Interest**

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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.

The College representatives declared an interest in funding matters.

#### 4. Chair's Business

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Paper Number: Verbal

##### 4.1 Discussion

The Chair noted she had no matters to bring to the attention of the committee.

#### 5. Minutes of the Committee Meeting held on 7 June 2023

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Paper Number: PRC1-A

##### 5.1 Decision

The minute of the Committee meeting held on 7 June 2023 was agreed as an accurate record.

#### 6. Decision via Scheme of Delegation

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Paper Number: PRC1-B

##### 6.1 Decision

The Committee **noted** for the record the decision taken by the Executive Director, via the scheme of delegation, in relation to the allocation of £639,908 in respect of capital funding to address digital poverty, and the distribution to the three Glasgow colleges, for 2023-24.

#### 7. Glasgow College Region Update 2023-24

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Paper Number: Verbal

##### 7.1 Discussion

The Executive Director provided a verbal update on the beginning of the new academic session for 2023-24 speaking to the challenging financial landscape, national and local industrial action and the associated risk to retention, and sectoral developments. He noted the Colleges Scotland parliamentary reception, where the Glasgow college region was represented and thanked all for their efforts and involvement.

The three college representatives provided updates from their respective colleges on recruitment, impact of industrial action, and their financial positions.

The Principal at Glasgow Clyde College noted that RAAC had been identified in the boiler house within the Cardonald campus and this is being reported weekly to the Scottish Government.

##### 7.2 Decision

The Committee **noted** the verbal update.

## 8. Evaluation of Delivery of Outcome Agreement 2022-23

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Paper Number: PRC1-C

### 8.1 Discussion

The Executive Director presented the paper outlining the positives from the report particularly in relation to learner success and progression. He noted that it is evident that challenges also remain particularly in relation to FAs and senior phase which he noted is due to a variety of factors.

### 8.2 Decision

The Committee **noted** the available data presented as outcomes for 2022-23.

## 9. Evaluation of Programme for Action 2022-23

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Paper Number: PRC1-D

### 9.1 Discussion

The Executive Director presented paper on the evaluation of the Programme for Action for 2022-23. He explained that each organisation or project lead provides an extensive and comprehensive report to the Executive Director for assurance, which is then distilled into a summary for the committee. He noted positive progress and the range of important projects that continue to provide direct benefit to students.

### 9.2 Decision

The Committee **noted** the update in relation to evaluation of the regional Programme of Action for 2022-23.

## 10. Programme for Action 22-23: E&S Project Update

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Paper Number: PRC1-E

### 10.1 Discussion

The Executive Director provided an introduction to the paper noting that the environment and sustainability project sits within the programme for action and as a key strategic priority for the board. He invited the project manager (PM) for environment and sustainability to provide an overview of the report.

The PM spoke to the report and the nature and extent of activity that has been undertaken mapped to the regional strategy for environment and sustainability. She spoke to the survey of staff and students undertaken which demonstrates levels of awareness, interest and engagement.

She noted most impact is found in supporting work that the colleges already do and collaborative initiatives as being more challenging.

The committee spoke about the survey and their desire to see this continue, along with other opportunities for further and deeper collaboration, both across the colleges and with external partners. They discussed green skills and the complexities involved in the transition from the current curriculum, and its evolution over time.

## 10.2 Decision

The Committee **noted** the progress of the regional environment and sustainability strategy.

## 11. Capital Funding 2022-23

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Paper Number: PRC1-F

### 11.1 Discussion

The Executive Director spoke to the report noting activity as now being complete or moved into the 2023-24 plan.

The Principal of Glasgow Clyde College provided further detail with regard to the RAAC at the Cardonald campus and also an update with regard to the legal actions in relation to the Anniesland campus windows.

### 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 2023.

## 12. Flexible Workforce Development Funding 2022-23

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Paper Number: PRC1-G

### 12.1 Discussion

The Executive Director provided an update on the utilisation of FWDF funding noting no confirmation has received from the SFC or Scottish Government as to whether this funding will be extended into 2023-24. He noted this is a serious risk with implications regarding delivery and staffing. He noted this is a sector wide issue which is being pressed at various levels.

### 12.2 Decision

The committee **noted** that the:

- FWDF funds held by GCRB (at 31 August 2023), that relate to 2021-22, are £184,473.
- Glasgow colleges provided the latest FWDF progress reports on 31 July 2023, with the next returns due by 30 September 2023.
- SFC allocated a further £106,930 for FWDF activity in 2022-23 on 10 July 2023.
- FWDF funds held by GCRB (at 31 August 2023), that relate to 2022-23, are £843,125.
- Of the funds held by GCRB (at 31 July 2023), £232,445 was paid to the Glasgow colleges in August 2023 for activity claimed at 31 July 2023.
- Funds for 2023-24 have yet to be confirmed by the Scottish Funding Council.

### 13. GCRB running costs 22-23 final report

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Paper Number: PRC1-H

#### 13.1 Discussion

The Executive Director presented the report noting the careful and prudently managed budget of GCRB. He reminded the committee that GCRB's costs remain less than estimated at its inception in 2014.

He noted that staff pay awards have not yet been decided however this has been built into planning. He confirmed that underspend from the programme for action from 22-23 has been rolled forward to support mental health funding directly to colleges, as agreed by the board at its last meeting.

#### 13.2 Decision

The Committee **noted** the actual outturn compared with budget for 2022-23.

### 14. Draft Outcome Agreement 2023-24

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Paper Number: PRC1-I

#### 14.1 Discussion

The Executive Director presented the draft outcome agreement for 2023-24 noting it has been prepared in line with the agreed regional strategy, and in consultation with learning and teaching colleagues at the colleges and feedback from the SFC.

He outlined the limitations of the document which the committee are well aware of, in terms of timing, guidance, and the retrospective nature in which it is now prepared.

The committee welcomed the draft within the context as outlined. The committee requested that the introduction be expanded to provide further detail on financial context and also to provide a statement in relation to the interpretation of KPIs and the qualitative analysis behind these. The Chair also noted some minor editing that she would feedback to the Executive Director.

#### 14.2 Decisions

The Committee **agreed** to recommend the draft Outcome Agreement to the board, subject to the additions outlined in the discussion, and **approved** its submission to Scottish Funding Council in draft form.

### 15. Capital Funding 2023-24

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Paper Number: PRC1-J

#### 15.1 Discussion

The Executive Director presented an overview of the paper. He noted that this paper crosses over with the discussion held on the item covering 22-23 capital funding. He also noted that

additional funding for health and safety has been bid for from the SFC and the outcome of this is awaited.

### **15.2 Decision**

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

## **16. Financial Forecast Return 2023-24**

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Paper Number: PRC1-K

### **16.1 Discussion**

The Executive Director presented the paper noting the FFR was prepared in June 2023 so there are some changes to the assumptions since that point. He noted that the paper evidences the financial challenges as outlined at the start of the meeting, and as have been discussed at GCRB committee and board meetings for some time.

### **16.2 Decision**

The Committee **noted** the Glasgow region financial forecast return 2023-24.

## **17. Long Term Agenda**

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Paper Number: PRC1-L

### **17.1 Decision**

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

## **18. Review of Disclosable Status**

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Paper Number: Verbal

### **18.1 Decision**

The Board Secretary confirmed the following papers as non-disclosable:

- PRC1- I Draft Outcome Agreement 23-24

## **19. Date of Next Meeting**

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Paper Number: Verbal

### **19.1 Decision**

Date of next meeting was confirmed as 13 December 2023.