

## Draft Minute of Board Meeting held on Monday 20 June 2022

<b>Present</b>	
Janie McCusker (Chair)	Sheila Meikle
Paul Buchanan (Vice-Chair)	Des McNulty
Alisdair Barron	Alastair Milloy
Helyn Gould	Jackie Russell
Clare Ireland	Paul Smart
Ed McGrachan	Johanna Thomson
Lauren McLaren	
<b>In Attendance</b>	
Martin Boyle (Executive Director)	Wendy Odedina (Executive Assistant)
Jim Godfrey (Finance and Resources Director)	Marianne Philp (Interim Board Secretary)
Breea Keenan (Communications Lead)	Sue Roberts (PM Environment & Sustainability)
Paul Little (Principal CoGC)	Jon Vincent (Principal, GCC)
<b>Apologies</b>	
Dave Brown	David Newall
Frances Curran (EIS FELA)	Ian Patrick
Moira Connolly	Bernadette Savage
Chris Greenshields (Unison)	Derek Smeall (Principal GKC)

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### 1. Introduction

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Paper No: Verbal

#### 1.1 Discussion

The Chair welcomed members and attendees to the meeting. She thanked Glasgow Clyde College for hosting the first board meeting back in person.

The Chair noted that this is the final scheduled meeting of the board for Paul Buchanan and Jackie Russell, having served for 8 years each. On behalf of the Board and Executive, she recorded sincere thanks for their commitment and contributions over this time.

The Chair noted that this is the final planned meeting for student board members, Lauren McLaren and Johanna Thompson, and student observer Bernie Savage, and recorded sincere thanks for their work over the year and wished them well with their future endeavours.

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### 2. Apologies

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Paper No: Verbal

#### 2.1 Discussion

Apologies were noted for Dave Brown, Frances Curran, Moira Connolly, Chris Greenshields, David Newall, Ian Patrick, Bernadette Savage and Derek Smeall.

### 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.

The assigned college Chairs and Principals present declared an interest in item 12.

### 4. Chair's Business

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Paper No: BM6-A

#### 4.1 Discussion

The Chair presented the paper running through various appointments to the board including the Vice Chair, Committee Chairs and the recommendations from the appointment panel to recruit three new non-executive members.

She also noted that a process is underway to appoint new student members and confirmed that Clare Ireland had been re-elected as the support staff member of the board.

#### 4.2 Decision

The Board:

- **approved** the appointment of Des McNulty as Vice Chair of the Board from 1 August 2022;
- **approved** the appointment of Des McNulty as Chair of the Nominations and Remuneration Committee from 1 August 2022;
- **approved** the appointment of Ed McGrachan as Chair of the Audit and Assurance Committee from 1 August 2022;
- **approved** the appointment of the following as Non-Executive Members of GCRB, for four years from 1 August 2022, subject to Ministerial approval:
  - Chris Bones
  - Sakshi Sicar
  - Verity Watson
- **Noted** the outcome of the election to appoint a new support staff board member from 1 August 2022; and
- **Noted** that process is underway to appoint two new student board members.

## 5. Executive Director's Business

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Paper No: Verbal

### 5.1 Discussion

The Executive Director provided a verbal report on his work since last meeting of the board and outlined his key priorities over the coming weeks and months. He highlighted the challenging financial outlook for the region and sector as a critical matter.

## 6. Minute of Previous Meetings

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Paper No: BM6-B and BM6-C

### 6.1 Decision

The Chair **noted** that the minute of the meeting on 24 January 2022 had been updated to reflect a comment received. She noted that the amended version has been approved via correspondence and is therefore presented to the board for information, and to **note** for the record.

The minute of the meeting held on **25 April 2022** was agreed as an accurate record.

## 7. Matters Arising

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Paper No: BM6-D

### 7.1 Discussion

The Executive Director presented the matters arising paper noting completion of the majority of items.

### 7.2 Decision

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

## 8. Decision via Scheme of Delegation

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Paper No: BM6-E

### 8.1 Discussion

The Executive Director noted for the board's information, and for the record, the decision taken via the scheme of delegation.

### 8.2 Decision

The board **noted** the additional allocation of 3,372 credits, and £1,046,656 of funding, to City of Glasgow College in respect of Young Person's Guarantee for 2021-22.

The Executive Director **agreed** to provide reporting on this matter for members' information.

## 9. Risk Register

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Paper No: BM6-F

### 9.1 Discussion

The Executive Director provided an overview of the report noting that the risk register will be reviewed and updated following agreement of the new regional strategy.

He suggested amendments to risks 15 and 16 setting out the rationale for his recommendations. He also suggested the inclusion of a new risk in relation to environment and sustainability.

### 9.2 Decision

The board **noted** the position of the current Risk Register and **did not agree to** the recommended changes to the GCRB Risk Register for risks 15 and 16.

The board **approved** the inclusion of the risk on environment and sustainability.

The board **requested** that the Audit and Assurance Committee consider the risk scores in more detail in line with the proposed review of the risk register in full.

## 10. Outcome Agreement and Programme of Action 2022-23

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Paper No: BM6-G

### 10.1 Discussion

The Executive Director presented the paper noting that Outcome Agreement guidance is still awaited from the Scottish Funding Council. He outlined the consultation and engagement with college colleagues and the SFC to reach this stage.

The board discussed their desire to be able to look analytically across the data set for the region to gain insights and track annually. The board discussed the importance of working collaboratively across the region to help plan more effectively, and linking the Regional Outcome Agreement to the new regional strategy as its operational plan.

### 10.2 Decision

The board **noted** the content of the report, including the proposed Outcome Agreement 2022-23 and associated Programme of Action, and **noted** its interim position pending final guidance from SFC.

The board **agreed** that the Executive Director should amend the narrative on some sections to take on board comments from board members including around SIMD, care experienced learners and carbon.

## 11 GCRB Budget

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Paper No: BM6-H

### 11.1 Discussion

The Finance and Resources Director presented the paper on the GCRB budget noting one change to the version considered by the Performance and Resources Committee in relation to funding for the regional review.

### 11.2 Decision

The board:

- **noted** that the final GCRB Budget for 2022-23 was considered by the Performance and Resources Committee on 8 June 2022.
- **approved** the final GCRB Budget for 2022-23.

## 12 Final Funding Allocation 2022-23

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Paper No: BM6-I

### 12.1 Discussion

The Finance and Resources Director presented the paper highlighting three changes to the proposed allocation from the indicative position presented at the previous meeting of the board. These areas related to Foundation Apprenticeships, Student Support Funding and a change to the allocation of credit targets.

### 12.2 Decision

The board:

- **noted** the final funding allocations for 2022-23 issued by the Scottish Funding Council (SFC) on Thursday, 26 May 2022. This final funding allocation contains some changes to those issued by SFC in the indicative allocations.
- **noted** that the GCRB Performance and Resources Committee considered the final regional funding allocations for 2022-23 and recommended for approval by the Board.
- **approved** the final funding allocations for 2022-23, and in particular the changes to the indicative allocations.
- **noted** that further work will take place to finalise the allocation of credit targets within the regional outcome agreement 2022-23.

## 13. Regional Review

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Paper No: BM6-J

### 13.1 Discussion

The Executive Director provided an update on the regional review process noting that a joint process will be undertaken by SFC and GCRB to complete an options appraisal. He noted that this will be funded equally by SFC and GCRB and a final recommendation will be made by SFC to Scottish Ministers.

The board discussed the nature of the joint working and noted that clarity will be required on the role of each organisation. They discussed the importance of linkage with the wider Glasgow city region.

### 13.2 Decision

The board **noted** the current status of the Glasgow region review, including the plan for a joint-sponsored external options appraisal in conjunction with the Scottish Funding Council.

The board **noted** their prior approval of budget towards this piece of work and agreed to receive a decision by correspondence if cost is above £20K.

The board **agreed** that the project brief, and associated memorandum of understanding between SFC and GCRB, should be circulated to members for information when final versions are received from the SFC.

## 14. Regional Strategy

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Paper No: BM6-K

### 16.1 Discussion

The Executive Director set out the timeline for development and engagement on the new regional strategy for 2023-26, noting the strategic planning event in September 2022 with a finalised document due for submission to the October 2022 meeting of the board.

### 16.2 Decision

The board **noted** progress made towards delivery of the new Glasgow Region Strategy 2023-2026, and the forthcoming strategic engagement board session.

## 15. Environment and Sustainability Strategy

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Paper No: BM6-L

### 15.1 Discussion

The Project Manager for Environment and Sustainability presented the paper noting that the strategy follows the outline presented and approved by the board in November 2021. She highlighted engagement with college colleagues to help develop the strategy, noting alignment with the CDN climate change roadmap and bespoke elements designed specifically for the Glasgow college region.

The board welcomed the strategy and fed in some areas of opportunity that could be explored further. They noted the importance of linking to the overall regional strategy and associated curriculum and resources reviews.

### 15.2 Decision

The board **approved** the environment and sustainability strategy.

It was **agreed** to organise a Climate Fresk for interested board members.

## 16. Board Self-Evaluation 2021-22

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Paper No: BM6-M

### 16.1 Discussion

The Interim Board Secretary presented the board self-evaluation report for 2021-22. She noted the responses to the board survey and explained the actions being taken forward into the board development plan.

### 16.2 Decision

The board **considered** and **approved** the report, **noting** that findings from the self-evaluation survey have informed the draft Development Plan 2022-23.

## 17. Board Development Plan 2022-23

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Paper No: BM6-N

### 17.1 Discussion

The Interim Board Secretary presented the Board Development Plan for 2022-23 noting that it has been endorsed by the Nominations and Remuneration Committee.

### 17.2 Decision

The board **approved** the format and content of the Board Development Plan.

## 18. Recommendations from N&R Committee

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Paper No: BM6-O

### 18.1 Discussion

The Chair of the Nominations and Remuneration Committee presented the paper detailing appointment recommendations to the assigned college boards.

### 18.2 Decision

The board **approved** the recommendations of the Nominations and Remuneration Committee as follows:

- The appointment of two new non-executive member to Glasgow Kelvin College Board for four years from 1 August 2022 as follows:
  - John McBride
  - Natalie Phillips
- The appointment of Maureen McKenna as a new non-executive member to Glasgow Clyde College Board for four years from 1 August 2022.

## 19. Calendar of Meetings 2022-23

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Paper No: BM6-P

### 19.1 Decision

The board:

- **approved** the calendar provided at Appendix 1, changing the strategic development event to 19 September rather than 12 September.
- **noted** the current status of arrangements to hold board meetings in person and committee meetings virtually.

## 20. Glasgow Colleges Regional Student Executive Update

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Paper No: Verbal

### 20.1 Discussion

The student board members provided a summary of their work and highlights over the past year. They spoke about the regional football tournament which had been a great success and which they hope will become an annual event.

The Board watched a video prepared by the GCRB Communications and Marketing Lead on the regional football tournament.

### 20.2 Decision

The Board welcomed the updates and video, noting their praise for the student engagement and commitment over the past year.

## 21. Communications Update

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Paper No: BM6-Q

### 19.1 Discussion

The Board **noted** the report.



## 22. Use of Delegated Authority

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Paper No: BM6-R

### 22.1 Discussion

The Board **noted** the report.

## 23. Committee Matters

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Paper No: BM6-S, T, U

### 23.1 Discussion

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

## 24. Long Term Agenda

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Paper No: BM6-V

### 24.1 Discussion

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

## 25. Review of Disclosable Status

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Paper No: Verbal

### 25.1 Discussion

The interim board secretary confirmed the disclosable status of the papers apart from the minute of the N&R Committee which should also be noted as non-disclosable.

## 26. Date of Next Meeting

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Paper No: Verbal

### 26.1 Discussion

The date of the next meeting was confirmed as 19 September 2022 for the strategic planning day.