

Minute of the Performance and Resources Committee held on Thursday 16 March 2019

Present	
Caroline MacDonald (Chair)	Aranka Szilassy
Paul Buchanan	Moira Connolly
Anwulika Umeh	
In Attendance	
Martin Boyle (Executive Director)	Penny Davis (Board Secretary)
Jim Godfrey (Finance and Resources Director)	Janie McCusker (Chair of the Board)
Natalie Webster (Executive Assistant)	Derek Smeall
Apologies	
Dave Brown	Charlie Montgomery
Jon Vincent	Paul Little

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 Dave Brown, Jon Vincent, Paul Little and Charlie Montgomery.

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 Decision

The Chair noted that she had attended the GCRB Board meeting.

5. Minute of the Committee Meeting held on 18 December 2019

Paper Number: PRC3-A

5.1 Decision

The minute of the meeting held on 18 December 2019 was **agreed** as an accurate record.

It was noted that further information had still to be provided on the Clyde College Estates Strategy and that additional meetings to discuss learning and teaching would be progressed.

6. 2019-20 Regional Outcome Agreement: Progress Report

Paper Number: PRC3-C

6.1 Discussion

The Finance and Resources Director presented the report. He highlighted the success of the care experienced learner support and the mental health project.

The committee discussed the need for the learner journey to constantly be taken into consideration and that some pushback might be required in areas where targets are not being met.

6.2 Decision

The Committee **discussed** and **noted** the contents of this progress report.

7. 2019-20 Draft Regional Outcome Agreement

Paper Number: PRC3-D

7.1 Discussion

The Finance and Resources Director presented the paper.

The Committee discussed the difficulties in meeting targets that would be faced going forward due to Brexit and Covid-19. The Finance and Resources Director assured the Committee that resources could be moved and reallocated where necessary to help with the crisis.

7.2 Decision

The Committee:

- **agreed** that consideration should be given to reference being made in the Chair's foreword to the changing external factors and the need for planning to be adaptive.
- **agreed to recommend** the 2020-21 Regional Outcome Agreement to the GCRB Board for approval.

9. Financial Performance 2019-20

(a) Flexible Workforce Development Fund (PRC3-E)

9.1 Discussion

The Finance and Resources Director provided an overview of the report on progress on delivery of the Flexible Workforce Development Fund for 2019-20.

9.2 Decision

The Committee **noted**:

- £1,369,000 of Flexible Workforce Activity has been contracted/agreed in the first six months of 2019-20.
- This is positive progress and represents 66% of the funds available after 6 months of the financial year.
- £796,000 of Flexible Workforce Activity was contracted in 2018-19 and is being delivered in 2019-20.

(b) Capital Funding (PRC3-F)

9.3 Discussion

The Finance and Resources Director provided a progress report on capital projects 2019-20.

9.4 Decision

The Committee **noted** the progress made by the colleges in respect of the capital projects in 2019-20.

(c) GCRB Running Costs (PRC3-H)

9.5 Discussion

The Finance and Resources Director provided an overview of the report. He highlighted that there was a cash surplus due to the Executive Director vacancy and some POA projects which had not gone ahead. The Committee discussed potential investment of the available resource.

9.6 Decision

The Committee:

- **Noted** the forecast surplus for 2019-20.

(d) Indicative Budget 2020-21 (PRC3-H)

9.7 Discussion

The Finance and Resources Director presented the paper. He highlighted that the budget had been pushed back this year due to the delay in the UK budget and final allocations would be announced later than usual.

9.8 Decision

The Committee **noted** the indicative budget for 2020-21 and **requested** the final allocations be presented as soon as they are published by the SFC.

10. Trade Union Regional Reporting to GCRB

Paper: PRC3-I

10.1 Discussion

The Board Secretary presented the paper. She informed the committee that August was still the expected date for the inclusion of trade union members on Boards¹ but, as yet, there was no official guidance. The committee discussed introducing a standing item for the union at the Board once the legislation had come into force and the new board members were appointed.

10.2 Decision

The Committee **agreed** that it would await Government guidance on the role of Trade Union Members on Boards before deciding on its recommendation to the Board.

11. Long Term Agenda

Paper Number: PRC3-J

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 Monday 1 June 2020.

¹ Post-meeting note: the Scottish Government subsequently announced that progress with the necessary legislative change and introduction of Trade Union Board members had been paused due to Covid-19.

