GCRB | Glasgow Colleges' Regional Board

Draft Minute of Board Meeting held on Monday 26 October 2020

Present	
Janie McCusker (Chair)	Caroline MacDonald
Alisdair Barron	Ed McGrachan
Dave Brown	Maureen McKenna
Paul Buchanan	Alastair Milloy
Moira Connolly	David Newall
Lesley Garrick	Ian Patrick
Nicolas Garcia	Sissa Rasmussen
	Jackie Russell
In Attendance	
Martin Boyle (Executive Director)	Paul Little (Principal CoGC)
Frances Curran (EIS FELA)	Wendy Odedina (Executive Assistant)
Penny Davis (Board Secretary)	Derek Smeall (Principal GKC)
Lauren McLaren (Student President GKC)	Jon Vincent (Principal GCC)
Jim Godfrey (Finance and Resources Director)	Tony Scally
Breea Keenan (Communications Lead)	Geoff Leask
Kirsten Amis	Clare Donaghy
Apologies	
Alastair Milloy	
Clare Ireland	Chris Greenshields (Unison)

1. Introduction

Paper No: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the first fill meeting of session 2020-21. She particularly welcomed the three new Student Presidents, two of whom are GCRB Board members and the third, who as Chair of the Glasgow Colleges Regional Student Executive, will also be invited to attend every GCRB board meeting.

She also welcomed the four external guests at the meeting who had been invited as part of the presentation item on the Programme of Action.

2. Apologies

Paper No: Verbal

2.1 Discussion

Apologies were received for Clare Ireland, Alastair Milloy and Chris Greenshields.

3. Declarations of Interest
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 Principal of City of Glasgow College noted that he is a member of the Board of the SFC in relation to item 11.

4. Chair's Business
Verbal

4.1 Discussion

The Chair outlined meetings she had held with both internal and external stakeholders and the work she had undertaken focussing on recovery planning from Covid-19. She put on record her thanks to the Boards and staff of the colleges and the GCRB staff for their work during this period.

5. Executive Director's Update
Paper No: Verbal

5.1 Discussion

The Executive Director provided an update on the regional response to Covid-19 and engagement with staff, students and external partners on support arrangements and future planning.

5.2 Decision

The Board noted the verbal report.

6. Minute of Board Meeting held on 15 June 2020
Paper No: BM2-A

6.1 Decision

The minute of the board meeting held on 15 June 2020 was **agreed** as an accurate record.

7. Decision by Correspondence 26 August 2020

Paper No: Verbal

7.1 Discussion

In line with GCRB procedures, the Chair noted the decision by correspondence agreed by the Board on 26 August 2020 in relation to additional capital grants and noted that this decision had been implemented.

The Chair of Glasgow Kelvin College wished to put on record that Glasgow Kelvin College raised concerns with this decision.

7.2 Decision

The Board noted the decision by correspondence taken by the Board on 26 August 2020 and noted the position of Glasgow Kelvin College.

8. Matters Arising

Paper No: BM2-B

8.1 Discussion

The Executive Director provided an update on progress against actions from previous board meetings.

8.2 Decision

The Board **noted** the Action Monitoring Log.

9. Presentation: programme of Action 2019-20: Case Studies

Paper No: BM2-C

9.1 Discussion

The Executive Director provided an introduction to the item noting that activity funded through the Programme for Action seeks to deliver regional strategic priorities and directly supports students across the region. He noted that these collaborative projects leverage more than if done individually, including match funding in some instances.

Tony Scally, provided an overview of the STAY project which supports care experienced young people in the region. He stated that the project has been a true success, working even better than envisaged. He outlined particular highlights and also the challenges that have arisen particularly as a result of the Covid-19 pandemic and the loss of face to face interaction. He outlined next steps and a desire to broaden support and increase the volume on offer.

Geoff Leask, Chief Executive of Young Enterprise Scotland, provided an update on the Bridge to Business project outlining the success and scope this project and its particular importance

in the current Covid-19 climate, helping to develop entrepreneurial and enterprise skills in young people.

Kirsten Amis from the Charlie Waller Memorial Trust outlined the work undertaken in the area of mental health across the three colleges. She noted the bespoke nature of the project, complimenting and strengthening the existing work already taking place in the colleges. She noted the student and staff resources that had been developed, the work to formalise links with statutory services and the next stages of the project.

Clare Donaghy, Assistant Principal from Glasgow Clyde College, spoke to the ESOL access project, noting the significance for Glasgow and the huge unmet demand in this area. She demonstrated the benefits of the project and spoke to the specific challenges faced by ESOL learners in the Covid-19 crisis. She noted the key areas where demand is not being met and where improvements could be made, and spoke to plans to seek to address this moving forward.

9.2 Decision

The Board **noted** the excellent work outlined in the stakeholder presentations and **endorsed** their output.

10.   Risk Register

Paper No: BM2-D

10.1 Discussion

The Executive Director provided an overview of the paper on the GCRB risk register outlining the recommended changes detailed in the paper.

He noted that there are plans to refresh the risk register and this work will be taken forward through the Audit and Assurance Committee.

Members discussed the possibility of moving to a five point scale rather than a three point scale and considering areas where a consistent approach could be achieved across the region.

10.2 Decision

The Board:

- **noted** the current position of the GCRB Risk Register, and

- **agreed** the recommended changes.

11.   SFC Review

Paper No: BM2-E

11.1 Discussion

The Chair of the Board proposed that due to timescales involved, that an additional single item agenda Board meeting is convened on 9 November in order to consider this matter in more depth. She noted that the purpose of the item today was to hear immediate reflections from board members and to agree themes for a focussed discussion on 9 November.

The Executive Director introduced the recently published SFC phase one report on their Review of Coherent Provision and Sustainability of Scotland's Colleges and Universities. He noted that as part of this suite of documents, the SFC has also published its review of regional strategic bodies including the Glasgow Colleges' Regional Board.

He detailed the history, purpose and timelines of the reports and the active engagement that GCRB has had to date. With regards to the review of GCRB, he noted this as a highly positive report and welcomed its findings in charging GCRB to explore the future direction and development of the region.

The Board also welcomed these important reports and the recognition of progress in Glasgow. They discussed developing a roadmap outlining how GCRB will respond to the recommendations within the report, including engagement with key partners and enabling open discussion. They discussed the option of asking SFC to join a GCRB board meeting at an appropriate juncture in the process to discuss their sector review process and expectations.

11.2   Decision

The Board:

- **noted** the content of Scottish Funding Council's first-phase report into the findings of the *SFC Review of Coherent Provision and Sustainability (annex A);*

- **noted** the content of the Scottish Funding Council's *Review of Regional Strategic Bodies* Glasgow Region report (annex B);

- **agreed** to hold a single-item additional board meeting on Monday 9 November 2020 to more fully consider and plan based on the reviews.

12.   Recommendations from N&R Committee

Paper No: BM2-F

12.1 Discussion

The Chair of the Nominations and Remuneration Committee detailed the recommendations from the Committee including the arrangements for the election of a new teaching staff board member, board member recruitment for 2021, the appointment of a facilitator for the external board evaluation and, through the Board Chair, the extension of a co-opted member on the Performance and Resources Committee.

The Board discussed the timing of any new recruitment in line with possible developments arising from the review process.

12.2 Decision

The Board:

- **noted** that the Committee received a report on the process to elect a new Teaching Staff Member to the Board. Subsequent to the meeting, the timetable for completion of the ballot was amended due to a delay in confirming eligible proposers and seconders of nominees. The result is now expected to be returned at the end of the first week in November and Board Members will be advised of the outcome by email.

- **noted** the potential changes to non-executive membership during 2021 and **approved** the recommendation to proceed with a recruitment round.

- **noted** the evaluation timetable set out under item 3.2 and **approved** the recommendation to invite Ron Hill to undertake the review.

- **approve** the recommendation by the Chair of the Board with regard to the tenure for a further year of the current Co-opted Member of the Performance & Resources Committee, as set out under item 3.3.

13.   Review of Systems of Internal Control

Paper No: BM2-G

13.1 Discussion

The Finance and Resources Director presented the annual review of systems of internal governance which he noted supports the governance statement in the annual report. He noted that the report follows best practise and has been endorsed the Audit and Assurance Committee.

13.2 Decision

The Board **approved** the annual review of the Systems of Internal Control.

14.   Committee Minutes

Paper No: BM2-H, BM2-I, BM2-J

14.1 Decision

The Board **noted** the minutes of the Committee meetings that had taken place since the last board meeting.

15. ROA Development 2020-21 & 2021-22

Paper No: BM2-K

15.1 Decision

The Board **noted** the current interim position of the Regional Outcome Agreement 2020-2021, and proposed Outcomes and Impact Framework for 2020-2021 and 2021-2022 and the position of the associated GCRB Programme of Action partnership activity.

16. Digital Ambition for Scotland's Colleges

Paper No: BM2-L

16.1 Decision

The Board **noted** the content of the report on Digital Ambition for Scotland's Colleges.

17. Review of Governance

Paper No: BM2-M

17.1 Decision

The Board **noted** the changes outlined in the review of governance report.

18. Communications Update

Paper No: BM2-N

18.2 Decision

The Boar **noted** the past activity in respect of GCRB communications and future plans.

19. Use of Delegated Authority

Paper No: BM2-O

19.1 The Board **noted** the report on the use of delegated authority.

20. Glasgow College Regional Student Executive Update

Paper No: Verbal

20.1 Discussion

The Student Presidents from City of Glasgow College and Glasgow Clyde Colleges presented information from their respective colleges regarding mental health particularly arising as a result of the current Covid-19 pandemic.

The Board discussed the impact of the pandemic on student and staff mental health and the support measures that have been put in place by the colleges at this time. The college Principals provided assurances that they are alert to these issues and they are of high priority within college planning.

20.2   Decision

The Board thanked the student presidents for their report and confirmed the GCRB's commitment to mental health as a priority area.

21. Review of Disclosable Status

Paper No: Verbal

21.1 Discussion

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

- BM2-J Draft Minute Audit and Assurance Committee

The Chair of City of Glasgow College noted in relation to this minute of the Audit and Assurance Committee that the Chairs Committee at the College had expressed their disquiet with regard to a letter received from the GCRB Executive Director with an instruction from the GCRB Audit and Assurance Committee requiring information.

The Chair of the Audit and Assurance Committee noted that legislation enables GCRB to require information from its assigned colleges and it was exercising this power in this instance.

It was noted this matter would be addressed at the next meeting of the Audit and Assurance Committee.

22. Date of Next Meeting

Paper No: Verbal

22.1 Decision

The date of the next meeting was confirmed as Monday 9 November.