

Draft Minute of Board Meeting held on Monday 29 April 2024

Present	
Janie McCusker (Chair)	David Newall
Alisdair Barron	Sonique Noriega
Caroline Bysh	Ian Patrick
Moira Connolly	Darren Pirie
Helyn Gould (item 1-11)	Andria Reid
Sean McGovern	Sakshi Sircar (item 1-11 and 13-22)
Ed McGrachan	Paul Smart
Des McNulty (item 12 onwards)	Martina Tuskova
Alastair Milloy (item 8 onwards)	Verity Watson
Jill Montgomery	
In Attendance	
Martin Boyle (Executive Director)	Paul Little (Principal CoGC)
Penny Davis (Board Secretary)	Wendy Odedina (Executive Assistant)
Jim Godfrey (Finance and Resources Director)	Derek Smeall (Principal GKC)
Breea Keenan (Communications Lead)	Jon Vincent (Principal, GCC)
Apologies	
Clare Ireland	Chris Greenshields (Unison)
Sheila Meikle	Leo Subido (Chair GCRSE)

1. Introduction

Paper No: Verbal

1.1 Discussion

The Chair welcomed members and attendees to the meeting, particularly new board members Caroline Bysh, Jill Montgomery, Sean McGovern, Darren Pirie and Andria Reid.

2. Apologies

Paper No: Verbal

2.1 Discussion

Apologies were noted for Sheila Meikle, Leo Subido, and Clare Ireland.

3. Declarations of Interest

Paper No: Verbal

3.1 Discussion

The Chair notified members that it is each member's personal responsibility to indicate 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.

College Chairs and Principals declared an interest in the funding allocations papers, F, G and H.

4 Chair's Business

Paper No: Verbal

4.1 Discussion

The Chair provided an update from her recent meeting with the Minister for Further and Higher Education; and Minister for Veterans, Graeme Dey, noting that she had been informed that an announcement on the regional review was imminent.

The Chair noted that, as per correspondence with board members, the Executive Director has tendered his resignation as he has been successful in securing a new role. The Chair noted that it was not her intention to advertise for a replacement for this post immediately, and she would reconsider this position when an announcement on the regional review has been made. She noted that the Executive Director will remain in post until 2 August 2024 and confirmed that as the Executive Director is also the Accountable Officer for the region as a whole, she will consider arrangements in due course.

Finally, the Chair provided an update from the recent College Scotland Conference.

4.2 Decision

The board **noted** the update. It was **agreed** that an extra ordinary meeting of the board may be required depending on timing of any Ministerial announcement.

5 Executive Director's Business

Paper No: Verbal

5.1 Discussion

The Executive Director provided a verbal report on his key areas and his recent internal and external engagement.

5.2 Decision

The board **noted** the verbal report.

6 Minute of Meeting of 29 January 2024

Paper No: BM3-A

6.1 Decision

The minute of the meeting held on 29 January 2024 was **agreed** as an accurate record.

The board **noted** for the record the decision by correspondence on 22 March 2024 to recommend the appointment of 4 new non-executive board members to the board.

7 Matters Arising

Paper No: BM3-B

7.1 Discussion

The Executive Director presented the matters arising paper detailing progress and completion of previous actions.

7.2 Decision

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

8. Glasgow Colleges Regional Student Executive Update

Paper No: Verbal

8.1 Discussion

The Student President from Glasgow Clyde College provided an update on behalf of the GCRSE on each college's work on the theme of mental health. On behalf of the Chair of the GCRSE she noted that when data from the regional survey for mental health is available this would be shared with GCRB.

8.2 Decision

The board **noted** the verbal update.

9. GCRB Risk Register

Paper No: BM3-C

9.1 Discussion

The Executive Director presented the paper outlining the changes that had been made as a result of the workshop to review the risk register, and the actions that were delegated to the Audit and Assurance Committee.

The board discussed the risks of the resignation of the Executive Director. The Chair advised that she was considering contingency arrangements and would bring any matter to the next meeting of the board, or Nominations and Remuneration Committee, pending any Ministerial announcement, and as required. It was agreed therefore not to amend the risk register at this stage.

The board discussed the rationale for 'cause and effect' statements not being included in the risk register itself. The Audit and Assurance Committee Chair noted that the committee felt it better that these be captured within the supporting paper on risk in order that the risk register remain succinct. It was noted the Audit and Assurance Committee will continue to monitor the layout and structure and make any recommendations for improvement on an ongoing basis.

9.2 Decision

The board **approved** the refreshed Risk Register which is now being treated as a 'business as usual' process.

10. Learning, Teaching and Partnerships Update

Paper No: BM3-D

10.1 Discussion

The Executive Director presented the paper providing updates across a number of themes. He provided a copy of the recent letter from the Minister for Higher and Further Education to the Education parliamentary committee, he spoke to the work of Colleges Partnership West, skills planning for the region, mental health, and foundation apprenticeships.

The board welcomed the paper and discussed the current frameworks and developments in skills planning in the region. They discussed the investment secured by Colleges Partnership West from InnovateUK and asked how this is recorded for governance purposes. It was confirmed that Glasgow Kelvin College will support the administration of this funding.

10.2 Decision

The board **noted** the update in relation to a range of issues of importance to the Glasgow college region.

11 Outcome Agreement 24-25

Paper No: BM3-E

11.1 Discussion

The Executive Director presented the paper providing an update on the timelines and expectations for planning and monitoring work as outcome agreements transition into new arrangements moving forward. He confirmed that formal guidance is awaited from the SFC.

He outlined the preparatory work initiated by GCRB and asked the board for feedback on the proposed priority areas. The board welcomed the update and suggested that innovation also be captured as a priority area, under partnership working.

11.2 Decision

The board **noted** the update and **considered** the priority areas for inclusion in the reduced guidance document which will be developed for 2024-25. It was **agreed** to include 'innovation' as a priority area also.

12. Indicative Funding Allocation 24-25

Paper No: BM3-F

12.1 Discussion

The Performance and Resources Committee Chair began this item by confirming that the indicative funding allocation and following two papers on GCRB budget, and allocation of funding for counsellors has been considered and recommended for approval by the Performance and Resources Committee.

The Finance and Resources Director then spoke to the detail of the paper, providing an overview of the themes of the overall funding allocation for the sector, and the proposed regional allocation which he noted follows the methodology at sector level.

The board discussed the impact of the funding settlement on the sector and the significant challenges that all regions and colleges are facing with regard to financial sustainability and the difficult decisions that are being faced as a result. They discussed the need for the region and the sector to find more effective ways to demonstrate the impact and outcomes of the funding crisis.

The Chair suggested a meeting of the four boards in Glasgow on this matter and the assigned college chairs noted their preference for this matter to be dealt with at sector level. It was noted that this would be discussed further at the next meeting of the Glasgow Chairs, Principals and Executive Director, and any actions would be reported back to the next meeting of the board.

12.2 Decision

The board

- **noted** the indicative funding allocations for 2024-25 issued by the SFC on Thursday, 28 March 2024.
- **noted** that the indicative regional funding allocations for 2024-25 were considered by the GCRB Performance and Resources Committee on 17 April 2024.
- **agreed** the indicative regional funding allocations for 2024-25.
- **requested** that the final allocations for 2024-25 are considered at the next meeting of the Performance and Resources Committee

13. Draft GCRB Budget 24-25

Paper No: BM3-G

13.1 Discussion

The Finance and Resource Director presented the paper outlining the proposed draft budget for GCRB for 204-25.

13.2 Decision

The board

- **noted** that the indicative GCRB Budget for 2024-25 was considered by the Performance and Resources Committee on 17 April 2024; and
- **approved** the indicative GCRB Budget for 2024-25

14. Allocation of Funding for Counsellors

Paper No: BM3-H

14.1 Discussion

The Finance and Resources Director presented the paper noting that this is in year funding for 23-24. He confirmed that the proposed allocation method is the same that has been used the previous tranches of this funding stream.

14.2 Decision

The board **approved** the allocation of £48,000 to each of the Glasgow colleges for counsellors in 2023-24.

15. Board Self Evaluation

Paper No: BM3-I

15.1 Discussion

The Board Secretary presented the paper noting the outcomes of the evaluation activities undertaken throughout the year, including the results of the recent board survey. She noted that the proposed facilitated session has been put on hold pending any Ministerial announcement, and therefore the board development plan for 2024-25 would be presented to the next meeting of the board.

The board discussed the response rate to the board survey and how this might be improved moving forward.

15.2 Decision

The board **approved** the report and **noted** the proposed next steps.

16. Nominations and Remuneration Committee Recommendations

Paper No: BM3-J

16.1 Discussion

The Board Secretary presented the paper outlining recommendations from the Nominations and Remuneration Committee including proposed board appointments at the assigned colleges, the committee annual report and committee membership for new members.

16.2 Decision

The board:

- **approved** the Committee's recommendation to extend the appointment of Heather McNeil as a member of Glasgow Kelvin College Board for four years from 1 August 2024 to 31 July 2028;
- **noted** the Committee's annual report to Board;
- **noted** the status of recruitment and appointment activity and **agreed** that the Chair should make arrangements, in consultation with committee chairs, for new members to join committees of the Board.

17. Communications Update

Paper No: BM3-K

17.1 Discussion

The Board **noted** the report.

18. Use of Delegated Authority

Paper No: BM3-L

18.1 Discussion

The Board **noted** the report.

19 Committee Matters

Paper No: BM3-M, N, O

19.1 Discussion

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

20. Long Term Agenda

Paper No: BM3-P

20.1 Discussion

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

21. Review of Disclosable Status

Paper No: Verbal

21.1 Discussion

The board secretary confirmed the following papers as non-disclosable:

BM3-F Indicative Funding Allocation 24-25
BM3-G Draft GCRB budget 24-25
BM3-H Allocation of Funding for Counsellors
BM3-J Recommendations from N&R Committee
BM3-O Draft Minute N&R Committee

22. Date of Next Meeting

Paper No: Verbal

22.1 Discussion

The date of the next meeting was confirmed as Monday 10 June 2024.